

Town Board Meeting

January 4, 2017



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The Minden Town Board meeting will be held at 5:30 p.m. on Wednesday, January 4, 2017, at 1602 Esmeralda Avenue, Minden, Nevada.

NOTICE: NRS 237: The Minden Town Board has adopted a Standard Policy No. 7, which contains a motion regarding Business Impact Statements (BIS). When the Town Board approves its agenda, it also approves a motion which includes ratification of staff action taken pursuant to NRS 237.030 et seq. with respect to items on the Board's agenda. This includes, without limitation, the conclusion that each rule, ordinance, or regulation which is on the Board's agenda is without direct and significant economic burden on a business or direct restriction on the formation, operation, or expansion of a business; and that each rule, ordinance, or regulation which is on the Board's agenda for which a BIS has *not* been prepared does not impose a direct and significant economic impact on a business or a direct restriction on the formation, operation, or expansion of a business.

NOTICE: to persons with disabilities: Reasonable efforts will be made to assist and accommodate individuals with disabilities desiring to attend the meeting. Please contact the Minden Town Office in writing at 1604 Esmeralda Avenue in Minden, Nevada or call 775-782-5976 in advance of the meeting, preferably at least 24 hours prior to the meeting, so that the arrangements may be conveniently made.

NOTICE: Items on the Agenda may be taken out of order. The Minden Town Board may combine two or more agenda items for consideration. The Minden Town Board may at any time remove an item from the agenda or delay discussion relating to an item on the agenda. Any restrictions imposed by the Board or its chair on public comment must be reasonable and may restrict time, place and manner of comments but may not restrict comments based on viewpoint.

Rachel Hamer, Town of Minden Secretary posted copies of this notice and agenda at 8:30 a.m. on the third working day, December 29, 2016, before the meeting at the following locations: Minden Administration Office, 1604 Esmeralda Avenue, Suite 101, Minden, NV 89423; Minden Post Office, 1640 US Hwy 395, Minden, NV 89423; Douglas County Administrative Building, 1616 8th Street, Minden, NV 89423; and CVIC Hall bulletin board, 1602 Esmeralda Ave, Minden, NV 89423.

Signed:  : Rachel Hamer, Secretary.

Copies of supporting material may be requested from Rachel Hamer, Secretary, at 1604 Esmeralda Avenue, Minden, Nevada; by mail addressed to Ms. Hamer addressed to at the Minden Town Office; by phone at (775) 782-5976 or by email at rhamer@douglasnv.us. Copies of supporting material are available to the public at the Town Office, on the Town's website, www.townofminden.com, and at the meeting on the date and place listed above.

5:30 P.M. CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: Discussion may be limited to three minutes per person at the discretion of the Chair. **No action** may be taken on a matter raised under this portion of the agenda until the matter has been specifically included on an agenda as an item upon which action may be taken.

APPROVAL OF AGENDA

APPROVAL OF MINUTES:

December 7, 2016, Board Meeting

ACKNOWLEDGEMENT OF GIFTS

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BOARD MEMBER REPORTS: Items on the Administrative Agenda will not be discussed during Board Member committee reports. **No action** may be taken on a matter raised under this portion of the agenda until the matter has been specifically included on an agenda as an item upon which action may be taken. Discussion may include a report on activities of committees or general information of interest to the Board.

- Chairman Bill Souigny- Board Member Committee Assignments

CONSENT AGENDA FOR POSSIBLE ACTION: Items may be moved to or from the Consent Agenda at the beginning of the Board meeting during the Approval of the Consent Agenda. Items on the Consent Agenda may be voted on in a block, i.e., with one motion on all those items, one second to the motion, and one vote by the Board members. Items removed from the Consent Agenda will be heard immediately following the Consent Agenda in the order in which they appear in the Consent Agenda.

1. Approval of the December 2016 financial report including claims paid November 25, 2017 through December 22, 2016 for fiscal year 2017.
2. Approval of a request by the Family Support Council of Douglas County for the Town of Minden to sponsor the Amateur Barbeque Cook-Off (also known as Chillin' and Grillin') on July 8, 2017. Approval of this request would include waiving fees associated with street closure and use of the CVIC Hall Kitchen on July 7th and 8th, and providing Town Staff support for the event. Town approval will also include closure of 5th Street from Mono Avenue to Esmeralda Avenue and Mono Avenue between 5th Street and 6th Street from 6:00 a.m. to 9:00 p.m. Saturday July 8, 2017.

ADMINISTRATIVE AGENDA: The following item(s) are scheduled for public hearing. At the beginning of each item, the Chairman will call the item. Normally, the applicant and/or their representatives are permitted to speak first, and then Town Staff may present a summary of the staff report and recommendation, including any updated information received by the Town after the reports were distributed. Next, Board discussion, and then the Chairman will open the hearing to public comment. For items on which action is to be taken, the Chairman will close the hearing of public comment before a motion is made and a vote is taken. The Chairman has the right to establish reasonable time limits for comments and to allow for rebuttal comments.

1. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request to recommend to Douglas County that the Transportation Plan be revised to designate the extension of Ironwood Drive as a local road. Possible action may also include directing staff to provide a letter of support on behalf of the Town Board of the goals and vision of the Family Support Council and the Dean Seeman Foundation in a format acceptable to Town Counsel. Appearance by Steve Decker, Executive Director of the Family Support Council and Judy Keele, Trustee of the Dean Seeman Foundation. **Public comment.**
2. Not for possible action: Presentation by Main Street Minden to the Minden Town Board on the financial status, overall progress to date, and future plans of the Main Street Minden Program. Appearance by Connie Billington, Executive Director, Main Street Minden.
3. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Town Staff in consultation with Christine Fixman Landscaping to remove and replace various landscape elements including trees, shrubs and other landscape materials in and around Minden Park. Discussion may include designating a portion of the landscape maintenance budget for the project. Appearance by Jenifer Davidson, Town Manager, and Christine Fixman, Christine Fixman Landscaping. **Public comment.**

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4. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Town Staff in consultation with Christine Fixman Landscaping to remove and replace various landscape elements including trees, shrubs and other landscape materials in planters and tree-wells along Esmeralda Avenue between 5th Street and 4th Street. Discussion may include designating a portion of the landscape maintenance budget for the project. Appearance by Jenifer Davidson, Town Manager, and Christine Fixman, Christine Fixman Landscaping. **Public comment.**
5. For possible action: Discussion and possible action to provide direction to Town Staff regarding the possible expansion of the Minden Park Gazebo project to include all of Minden Park and all or portions of 5th Street. Possible action may include directing staff to put together a conceptual design for a courtyard expansion of the Park to include, but not be limited to, permanent/ semi-permanent closing of all or portions of 5th Street. Appearance by Jenifer Davidson, Town Manager and JD Frisby, Minden Superintendent of Public Works. **Public comment.**
6. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Town Staff to create a pilot curbside recycling program in coordination with Douglas Disposal and the Town of Gardnerville in a select neighborhood of the Town of Minden. Appearance by Jenifer Davidson, Town Manager. **Public comment.**
7. For possible action: Discussion and possible action to review and adopt, adopt with conditions, continue or deny the revised Town of Minden Public Works Department Employee Clothing Policy. Appearance by Jenifer Davidson, Town Manager and JD Frisby, Minden Superintendent of Public Works. **Public comment.**
8. For possible action: Discussion and possible action to direct staff in relation to Staff Reports. Discussion shall include a Staff Report on the activities, progress on or status of assigned tasks and projects, or general information regarding operations and projects related to trash, retail and wholesale water service, and other functions of the Town of Minden. Appearance by Jenifer Davidson, Town Manager, and JD Frisby, Superintendent of Public Works. **Public comment.**
9. For possible action: Discussion and possible action to provide direction to Town Staff regarding Town Staff report on a bill(s) or bill draft request(s) ("BDR") listed on the Nevada Legislature website (<http://www.leg.state.nv.us/Session/79th2017/>) for the 79th (2017) Nevada Legislative which may affect the Town of Minden or its Board. Appearance by Jenifer Davidson, Town Manager. **Public comment.**

PUBLIC COMMENT: Final period of public comment to allow public comment on any matter within the Town Board's jurisdiction, control, or advisory power. Discussion may be limited to three minutes per person at the discretion of the Chair. No action may be taken on a matter raised under this portion of the agenda until the matter has been specifically included on an agenda as an item upon which action may be taken.

ADJOURNMENT

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The Minden Town Board meeting was held at 5:30 p.m. on Wednesday, December 7, 2016, at 1602 Esmeralda Avenue, Minden, Nevada.

Board Members present: Matt Bernard, Glen Radtke, Roxanne Stangle, John Stephans and Bill Souigny.
Staff present: Jenifer Davidson, JD Frisby, Trish Koepnick, and Ryan Russell.
Chairman Stephans called the regular meeting to order at 5:30 p.m.
The Pledge of Allegiance was led by Chairman Stephans.

PUBLIC COMMENT:

Willow Bill spoke about his reindeer program and asked for the Board to consider helping him continue this by supporting his program. He was asked by the Board to come back and ask for funding as part of the budget cycle.

APPROVAL OF AGENDA

Souigny/Stangle moved to approve the December 7, 2016 agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES:

Bernard/Stangle moved to approve the minutes of the November 9, 2016 Board Meeting. Motion carried unanimously.

Radtke/Stangle moved to approve the minutes of the November 14, 2016 Special Board Meeting. Motion carried unanimously.

ACKNOWLEDGEMENT OF GIFTS:

Ms. Davidson acknowledge all of the volunteers who worked on the Christmas weekend including the students of Aspire High School, CVI for their generous contributions including dozens of cookies and Main Street Minden for their hard work partnering with us to make a such a successful weekend of events.

BOARD MEMBER REPORTS:

Mr. Souigny reported on his attendance at the CV Arts Council meeting, Mr. Bernard reported on attending the CV Visitors Authority meeting this month and Mr. Stephans reported on his attendance at the CV Chamber of Commerce meeting.

CONSENT AGENDA FOR POSSIBLE ACTION: Approval of the November 2016 financial report including claims paid October 28, 2016 through November 24, 2016 for fiscal year 2017. Bernard/Stangle moved to approve the consent agenda as published. Motion carried unanimously.

ADMINISTRATIVE AGENDA:

1. **For possible action:** Discussion and possible action to recommend to Douglas County approval, approval with conditions, continuance or denial of a request for a modification to the Ranch at Gardnerville Planned Development and Variance to Improvement Standards as they relate to design criteria for the construction of the Zerolene Road Crossing of Martin Slough. The property is located south of Buckeye Road and east of Highway 395 along Heybourne Road, within the SFR-8,000 (Single Family Residential- 8,000 square foot minimum net parcel size) and the MFR (Multi-Family Residential) zoning districts with a Planned Development (PD) Overlay, in the Minden/Gardnerville Community Plan Area (PD04-008-08 and LDA16-035). Appearance by Rob Anderson, Principal Engineer, RO Anderson Engineering.

Mr. Bernard recused himself and will not be participating in this item.

Rob Anderson gave the background on this project and Alton Anker requested support from the Board.

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Board discussion included comments on changing requirements, the concept of building an island when all of the other collector roads do not have this standard, concern about cleaning the culverts, and other alternatives for flooding controls.

Public comment:

A resident of the Ranch at Gardnerville expressed concerns about only having one way into and out of the Ranch, and questioned the standards of the Carson Valley in general.

Mimi Moss explained the point of view of the County, and said the main basis of the issue is emergency services. The County is asking for 8 culverts with overtopping or 10 culverts with no overtopping.

Following thoughtful and intelligent deliberation, Souigny/Radtke moved to recommend approval to Douglas for a modification to the Ranch at Gardnerville Planned Development and Variance to Improvement Standards as they relate to design criteria for the construction of the Zerolene Road Crossing of Martin Slough, conditioned on the requirements outlined in option four of the agenda action sheet as follows:

Recommend approval to Douglas County of the variance to the Board of County Commissioners, allowing for the construction of six box culverts and a dip section conditioned on the following:

- a) The applicant should work with the County, Emergency Service providers and the Towns to establish an allowable depth of water and design for the crossing that would meet the requirements while ensuring public health and safety is safeguarded. Douglas County could use this process to establish level of service standards for critical emergency access to communities.
- b) The applicant should work with Douglas County to create acceptable design standards for the dip sections for ease of maintenance and to ensure emergency access.
- c) The Town respectfully requests the County to work with Emergency Service Providers and the Towns to designate current and future emergency access roads in the Douglas County Transportation Master Plan so that when possible the design and construction requirements for each road are clearly defined prior to development.

Motion carried unanimously with Bernard abstaining.

2. For possible action: Discussion and possible action to formally accept, accept with conditions, continue or deny water system improvements for the Ranch at Gardnerville, Phases I and IA, IIA and IIB. Appearance by Rob Anderson, Principal Engineer, RO Anderson Engineering.

Mr. Anderson noted that this is a loose end that needs to be taken care of in order to get a certificate of completion.

Mr. Frisby noted that we are comfortable with taking ownership as noted in the staff recommendation.

Public comment:

A resident of the Ranch at Gardnerville asked what precautions will be taken to prevent another waterline break, questioned water quality smelly water and water enterprise funds. A resident of Minden asked for clarification on what waterlines are being accepted.

Following thoughtful and intelligent deliberation Stangle/Souigny moved to formally accept the subject water system improvements for the Ranch at Gardnerville, Phases I and IA, IIA and IIB as requested with the condition that the Town of Minden specifically reserves any and all claims, counterclaims, third party claims, and defenses related or arguable in relation to any claim, cause of action or demand made against or upon the Town by any entity or individual related to its water system, water, and/or its/the water system improvements. Motion carried unanimously.

3. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request to file an Application to Change Water Permit 56047 in the name of the Town of Minden and to accept dedication of 5.6 acre feet of Douglas County water rights to the Town of Minden for future delivery to the County water system pursuant and subject to the

Interlocal Agreement to Provide Wholesale Water Service by and between the Town of Minden and Douglas County, as amended from time to time. Appearance by a representative on behalf of Douglas County.

Mr. Scott gave the background for this item, noting that the County had discovered a water right that was not accounted for previously, and this is just a clean-up issue to make it part of our system.

Board discussion included requesting visuals of our water rights showing what we have and what we are responsible for. It was noted by staff that the water is Minden's water once it is dedicated and put into our wells.

Public comment: None

Following thoughtful and intelligent deliberation Souigny/Stangle moved to approve request to file an Application to Change Water Permit 56047 in the name of the Town of Minden and to accept dedication of 5.6 acre feet of Douglas County water rights to the Town of Minden for future delivery to the County water system pursuant and subject to the Interlocal Agreement to Provide Wholesale Water Service by and between the Town of Minden and Douglas County, as amended from time to time. Motion carried unanimously.

4. For possible action: Discussion and possible action to review and adopt, adopt with conditions, continue or deny the staff proposed Town of Minden Development Application and Engineering Review Fee Schedule. Appearance by Jenifer Davidson, Town Manager and JD Frisby, Minden Superintendent of Public Works.

Ms. Davidson noted that these fees are based on engineer and admin costs as well as supplies. The reviewing and processing of engineering costs will be recovered with these fees. We may need to reach out to engineer pool and the attorney may have fees, but these will also be recouped.

Public comment: None

Following thoughtful and intelligent deliberation Bernard/ Stangle moved to adopt the staff proposed Town of Minden Development Application and Engineering Review Fee Schedule. Motion carried unanimously.

5. For possible action: Discussion and possible action to provide input to Douglas County regarding the 2017 Master Plan update and recommend new/amended goals, new/amended actions, or new/amended text as it pertains to the Minden/Gardnerville Community Plan. Appearance by Jenifer Davidson, Town Manager.

Ms. Davidson noted that the Board will have an opportunity to comment on the full plan in spring; tonight is the chance to comment on the Minden-Gardnerville portion of the master plan.

Board discussion included liking the process and the opportunity to get opinion from the Town Board.

Public comment:

A member of the public had questions about this process, and another member of the public encouraged the board to discuss the possibility of a firehouse in the vicinity of Minden Elementary.

Following thoughtful and intelligent deliberation Souigny/Bernard moved to forward the input that has been summarized in the attachments to Douglas County regarding the 2017 master plan update along with Mr. Pohlman's comments and the recommendations for amended goals, amended actions, or amended text as it pertains to the Town. Motion carried unanimously.

6. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request to direct staff to select and implement an online paperless (where possible) digital solution to save money, improve Board effectiveness, promote staff efficiency and increase transparency in governance for Town Board meetings. Discussion may include directing staff to purchase electronic devices and software and to set a budget not to exceed \$15,000 for the project. Appearance by Jenifer Davidson, Town Manager.

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Ms. Davidson gave the background for this item and showed a short visual presentation about this cloud based service that is subscription based software with tech support and training.

Board discussion included positive opinion of this, comments ranged from excitement about this to concern about more work load.

Public comment: None

Following thoughtful and intelligent deliberation Souligny/Radtke recommended that staff select and implement an online paperless (where possible) digital solution to save money, improve Board effectiveness, promote staff efficiency and increase transparency in governance for Town Board meetings, and further direct staff to purchase this software in an amount to not exceed \$15,000 if available in the augment process this fiscal year or as a line item this fiscal year at town staff's discretion with 7 tablets if the budget allows. Motion carried unanimously.

7. For possible action: Discussion and possible action to assign one of the three members of the Minden Town Board elected in the November 2016 general election to fill the remaining portion of the most recently vacated term, which runs through 2018. Possible action may include, without limitation, a specific assignment of a Board Member to fill the partial term, adoption of a process to be used to make said determination, or a referral of the matter to the Douglas County Board of Commissioners. Once an elected member of the Minden Board is assigned the remainder of the partial term, the two other Board Members elected in 2016 shall be assigned and serve regular, full terms. Appearance by Ryan Russell, Town Counsel.

Mr. Russell clarified open seats are not specific open seats and it is up to this Board to decide how to fill, with all Board members allowed to decide who will fill the full terms and the partial term.

Mr. Souligny would like to see the Board adopt a policy in the future to determine the assignment of positions, and he volunteered to take the two year term.

Board discussion included questions about this situation and the feeling that with Mr. Souligny's offer, there was no need for further discussion.

Public comment: None

Following thoughtful and intelligent deliberation, Stephans/Stangle moved to assign the two year term to Mr. Souligny and the four year terms to Mr. Radtke and Mr. Stephans.

8. For possible action: Discussion and possible action to direct staff in relation to Staff Reports. Discussion shall include a Staff Report on the activities, progress on or status of assigned tasks and projects, or general information regarding operations and projects related to trash, retail and wholesale water service, and other functions of the Town of Minden. Appearance by Jenifer Davidson, Town Manager, and JD Frisby, Superintendent of Public Works.

Mr. Frisby gave an update on the alley water line, the Bently Heritage water line, the gazebo and CVIC Hall updates, the new trash truck, crack filling and water master plan.

Ms. Davidson extended thanks to Town staff for a great Christmas weekend and thanks to the Board for a great five years that she has worked for the Town.

Public comment:

A member of the public encouraged the Board to watch the video of Ms. Davidson at the storm water drainage meeting as it is very enlightening.

9. For possible action: Discussion and possible action to elect the Minden Town Board Chairman for calendar year 2017. Appearance by John Stephans, Chairman of the Minden Town Board.

Chairman Stephans nominated Bill Souligny as Chairman for 2017.

Public comment: None

Mr. Radtke seconded the nomination. Motion carried unanimously.

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10. **For possible action:** Discussion and possible action to elect the Minden Town Board Vice-Chairman for calendar year 2017. Appearance by John Stephans, Chairman of the Minden Town Board.

Chairman Stephans nominated Matt Bernard as Vice Chairman for 2017.

Public comment: None

Mr. Radtke seconded the nomination. Motion carried unanimously.

FINAL PUBLIC COMMENT: None

ADJOURNMENT: 8:20 PM

DRAFT

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January 4, 2017 - Consent #1											
Paid M-T-D		General	AdVal	Trash	Cap Equip	Wholesale	Water	Deposit	DATE		
→		\$ 36,825.37	\$ -	\$ 27,578.95	\$ 23,313.77	\$ 28,483.26	\$ 37,154.06	\$ 1,400.00			
Date Paid	Fund	Account Number	(Verify Fund)	Account)	Vendor	Invoice Number	Description	Claim Amount	After Claims Paid	Total M-T-D	
12/1/2016	635	635.912.520.198	Trash	Recycling	Bently Ranch	149401	green waste	\$ 178.40	\$ 3,164.80	\$ 178.40	
12/1/2016	635	635.912.520.198	Trash	Recycling	Bently Ranch	14959	green waste	\$ 185.60	\$ 3,164.80	\$ 364.00	
12/1/2016	635	635.912.520.198	Trash	Recycling	Bently Ranch	149556	green waste	\$ 271.40	\$ 3,164.80	\$ 635.40	
12/1/2016	635	635.912.520.198	Trash	Recycling	Bently Ranch	149620	green waste	\$ 173.40	\$ 3,164.80	\$ 808.80	
12/1/2016	635	635.912.520.198	Trash	Recycling	Bently Ranch	149700	green waste	\$ 241.20	\$ 3,164.80	\$ 1,050.00	
12/1/2016	635	635.912.520.198	Trash	Recycling	Bently Ranch	149754	green waste	\$ 309.00	\$ 3,164.80	\$ 1,359.00	
12/1/2016	635	635.912.520.198	Trash	Recycling	Bently Ranch	149865	green waste	\$ 274.60	\$ 3,164.80	\$ 1,633.60	
12/1/2016	635	635.912.520.198	Trash	Recycling	Bently Ranch	149929	green waste	\$ 172.00	\$ 3,164.80	\$ 1,805.60	
12/1/2016	635	635.912.520.198	Trash	Recycling	Bently Ranch	149977	green waste	\$ 5.00	\$ 3,164.80	\$ 1,810.60	
12/1/2016	630	630.915.520.088	General	Utilities	NV Energy		electric	\$ 4,987.14	\$ 26,850.11	\$ 6,797.74	
12/1/2016	639	639.919.520.088	Wholesale	Utilities	NV Energy		electric	\$ 16,452.64	\$ 250,144.43	\$ 23,250.38	
12/1/2016	635	635.912.520.088	Trash	Utilities	NV Energy		electric	\$ 161.20	\$ 3,799.91	\$ 23,411.58	
12/1/2016	630	630.916.520.088	General	Utilities	NV Energy		electric	\$ 1,078.81	\$ 10,248.43	\$ 24,490.39	
12/1/2016	640	640.913.520.088	Water	Utilities	NV Energy		electric	\$ 53.73	\$ 2,600.00	\$ 24,544.12	
12/1/2016	630	630.917.520.088	General	Utilities	NV Energy		electric	\$ 35.82	\$ 733.32	\$ 24,579.94	
12/1/2016	639	639.919.520.146	Wholesale	Utilities-Heybourne PT	NV Energy		electric	\$ 880.02	\$ 22,583.27	\$ 25,459.96	
12/1/2016	635	635.912.520.052	Trash	Applicant License	Cruz		CDL physical	\$ 37.50	\$ 254.25	\$ 25,497.46	
12/1/2016	630	630.917.520.052	General	Applicant License	Cruz		reimbursement	\$ 37.50	\$ (37.50)	\$ 25,534.96	
12/1/2016	630	630.915.532.015	General	Maint & Repair	Construction Sealants and Su	R109192	crack seal	\$ 757.00	\$ 74,873.29	\$ 26,291.96	
12/1/2016	630	630.915.532.015	General	Maint & Repair	Construction Sealants and Su	R109191	labor	\$ 170.00	\$ 74,873.29	\$ 26,461.96	
12/1/2016	630	630.916.532.015	General	Maint & Repair	Desert Star Landscaping	TOM1116	contract work 11-16	\$ 3,480.00	\$ 43,842.11	\$ 29,941.96	
12/1/2016	630	630.916.532.015	General	Maint & Repair	Christine Fixman	16-Nov	Jakes Maintenance	\$ 1,020.00	\$ 43,842.11	\$ 30,961.96	
12/1/2016	630	630.916.532.015	General	Maint & Repair	Christine Fixman		roundabout	\$ 710.00	\$ 43,842.11	\$ 31,671.96	
12/1/2016	630	630.916.532.015	General	Maint & Repair	Christine Fixman		county road	\$ 1,090.00	\$ 43,842.11	\$ 32,761.96	
12/1/2016	630	630.916.532.015	General	Maint & Repair	Christine Fixman		minden proper	\$ 450.00	\$ 43,842.11	\$ 33,211.96	
12/1/2016	630	630.916.532.015	General	Maint & Repair	Christine Fixman		jakes blow in	\$ 385.00	\$ 43,842.11	\$ 33,596.96	
12/1/2016	630	630.916.520.136	General	Rents & Lease Equip	Allied Sanitation & Septic	RINV001752	Porta Potties	\$ 140.00	\$ 1,160.00	\$ 33,736.96	
12/1/2016	630	630.000.220.000	General	Refundable Dep. (CVIC	Mr. & Mrs George Keele	credit 2017	CVIC Deposit	\$ 400.00	\$ (10,200.00)	\$ 34,136.96	
12/1/2016	630	630.911.550.034	General	Special Events	McClains Mobile Music	12/02/016	DJ for Gazebo Lighting	\$ 400.00	\$ 6,154.43	\$ 34,536.96	
12/1/2016	630	630.911.550.034	General	Special Events	McClains Mobile Music	12/3/2016	DJ for Parade of Lights	\$ 400.00	\$ 6,154.43	\$ 34,936.96	
12/1/2016	635	635.912.520.118	Trash	Veh. Maint Outside	Peterbilt	7077205	switch/ turn signal	\$ 116.59	\$ 47.79	\$ 35,053.55	
12/1/2016	630	630.916.532.015	General	Maint & Repair	Inland Supply	144580	supply	\$ 179.66	\$ 43,842.11	\$ 35,233.21	
12/1/2016	630	630.917.532.015	General	Maint & Repair	Accurate Mobile Locksmith		rekey AA series	\$ 3,610.00	\$ (701.94)	\$ 38,843.21	
12/8/2016	635	635.912.520.197	Trash	Landfill	Carson City Treasurer	28-Dec	landfill	\$ 14,201.88	\$ 89,017.05	\$ 53,045.09	
12/8/2016	640	640.913.521.200	Water	Engineering	RCI	16-01594	Bently Heritage	\$ 132.50	\$ (9,265.25)	\$ 53,177.59	
12/8/2016	640	640.913.562.000	Water	Capital Projects	RCI	16-01591	Well 1 16W02 Former well 1	\$ 2,008.75	\$ 545,213.45	\$ 55,186.34	
12/8/2016	640	640.913.562.000	Water	Capital Projects	RCI	16-01592	Bently water line part of 16W02	\$ 25,590.00	\$ 545,213.45	\$ 80,776.34	
12/8/2016	639	639.919.521.200	Wholesale	Engineering	RCI	16-01596	wholesale water	\$ 2,668.75	\$ 2,373.75	\$ 83,454.09	
12/8/2016	640	640.913.562.000	Water	Capital Projects	RCI	16-01589	Alley Waterline 16W03	\$ 2,614.10	\$ 545,213.45	\$ 86,059.19	
12/8/2016	640	640.913.562.000	Water	Capital Projects	RCI	16-01590	Well #11 16W02	\$ 1,642.50	\$ 545,213.45	\$ 87,701.69	
12/8/2016	640	640.913.521.200	Water	Engineering	RCI	16-01595	Retail Water	\$ 1,078.75	\$ (9,265.25)	\$ 88,780.44	
12/8/2016	639	639.919.521.106	Wholesale	Water Rights Admin	RCI	16-01593	DC Water Rights	\$ 663.75	\$ (3,994.40)	\$ 89,444.19	
12/8/2016	635	635.912.532.003	Trash	Gas & Oil	Flyers	CFS1338115	Fuel	\$ 712.23	\$ 23,200.14	\$ 90,156.42	
12/8/2016	630	630.916.532.003	General	Gas & Oil	Flyers		Fuel	\$ 76.40	\$ 4,912.45	\$ 90,232.82	
12/8/2016	630	630.915.532.003	General	Gas & Oil	Flyers		Fuel	\$ 36.65	\$ 1,171.44	\$ 90,269.47	
12/8/2016	639	639.919.532.003	Wholesale	Gas & Oil	Flyers		Fuel	\$ 79.35	\$ 4,007.24	\$ 90,348.82	
12/8/2016	640	640.913.532.003	Water	Gas & Oil	Flyers		Fuel	\$ 79.35	\$ 2,007.21	\$ 90,428.17	
12/8/2016	630	630.917.532.003	General	Gas & Oil	Flyers		Fuel	\$ 94.79	\$ 1,125.09	\$ 90,522.96	
12/8/2016	630	630.917.521.151	General	Drug Testing	State of NV Finger printing	41820	fingerprinting	\$ 72.50	\$ 318.75	\$ 90,595.46	
12/8/2016	635	635.912.520.116	Trash	Veh. Maint Co Shop	DOCO Vehicle Maintenance	27678		\$ 4,927.34	\$ (6,667.34)	\$ 95,522.80	
12/8/2016	635	635.912.520.118	Trash	Veh. Maint Outside	Parts House	708191		\$ 56.96	\$ 47.79	\$ 95,579.76	
12/8/2016	639	639.919.532.015	Wholesale	Maint & Repair	Parts House	709925	Well 8	\$ 21.97	\$ 20,005.88	\$ 95,601.73	
12/8/2016	630	630.917.520.118	General	Veh Maint - Outside	Parts House	710882	flasher	\$ 21.69	\$ 824.49	\$ 95,623.42	
12/8/2016	635	635.912.520.118	Trash	Veh. Maint Outside	Parts House	711287	trash spares	\$ 19.80	\$ 47.79	\$ 95,643.22	
12/8/2016	635	635.912.510.150	Trash	Board Compensation	Radtko	16-Dec	board compensation	\$ 500.00	\$ 5,100.00	\$ 96,143.22	
12/8/2016	635	635.912.510.150	Trash	Board Compensation	Stephans		board compensation	\$ 550.00	\$ 5,100.00	\$ 96,693.22	
12/8/2016	635	635.912.510.150	Trash	Board Compensation	Bernard		board compensation	\$ 500.00	\$ 5,100.00	\$ 97,193.22	
12/8/2016	635	635.912.510.150	Trash	Board Compensation	Stangle		board compensation	\$ 500.00	\$ 5,100.00	\$ 97,693.22	
12/8/2016	635	635.912.510.150	Trash	Board Compensation	Souligny		board compensation	\$ 500.00	\$ 5,100.00	\$ 98,193.22	
12/8/2016	630	630.915.532.015	General	Maint & Repair	Construction Sealants and Su	R109368	crack seal	\$ 2,925.00	\$ 74,873.29	\$ 101,118.22	
12/8/2016	630	630.916.532.015	General	Maint & Repair	Alsco Reno	LREN1199621	mops mats	\$ 37.52	\$ 43,842.11	\$ 101,155.74	
12/8/2016	630	630.916.532.015	General	Maint & Repair	Alsco Reno	LREN1201522	mops mats	\$ 37.52	\$ 43,842.11	\$ 101,193.26	
12/8/2016	630	630.916.532.015	General	Maint & Repair	Alsco Reno	LREN1203426	mops mats	\$ 37.52	\$ 43,842.11	\$ 101,230.78	
12/8/2016	630	630.916.532.015	General	Maint & Repair	Alsco Reno	LREN1205345	mops mats	\$ 37.52	\$ 43,842.11	\$ 101,268.30	
12/8/2016	635	635.912.532.028	Trash	Uniforms	Alsco Reno	LREN1199620	coveralls	\$ 16.46	\$ 558.32	\$ 101,284.76	
12/8/2016	635	635.912.532.028	Trash	Uniforms	Alsco Reno	LREN1201521	coveralls	\$ 15.99	\$ 558.32	\$ 101,300.75	
12/8/2016	635	635.912.532.028	Trash	Uniforms	Alsco Reno	LREN1203425	coveralls	\$ 14.71	\$ 558.32	\$ 101,315.46	
12/8/2016	635	635.912.532.028	Trash	Uniforms	Alsco Reno	LREN1205344	Coveralls	\$ 14.71	\$ 558.32	\$ 101,330.17	
12/8/2016	630	630.916.532.015	General	Maint & Repair	Accurate Mobile Locksmith		suite 202	\$ 22.00	\$ 43,842.11	\$ 101,352.17	
12/8/2016	635	635.912.533.806	Trash	Software	Caselle	77309	contract support	\$ 167.50	\$ 1,293.50	\$ 101,519.67	
12/8/2016	640	640.913.533.806	Water	Software	Caselle		contract support ADM	\$ 167.50	\$ 1,495.50	\$ 101,687.17	
12/8/2016	630	630.917.532.028	General	Uniforms	Work World	49453-109	mcgee boots	\$ 200.00	\$ 684.75	\$ 101,887.17	
12/8/2016	639	639.919.520.055	Wholesale	Telephone Expense	Frontier	783-7569	Phone for heybourne booster	\$ 93.50	\$ 1,231.05	\$ 101,980.67	
12/8/2016	630	630.911.550.034	General	Special Events	Sierra Event Rentals	1601	patio heater	\$ 420.00	\$ 6,154.43	\$ 102,400.67	
12/8/2016	630	630.911.521.100	General	Professional Services	Shred It USA	8121288736	confidential paper removal	\$ 36.00	\$ 45,930.36	\$ 102,436.67	
12/8/2016	639	639.919.520.194	Wholesale	Cell Phones	AT&T		cellular service	\$ 226.18	\$ 659.66	\$ 102,662.85	
12/8/2016	640	640.913.520.194	Water	Cell Phones	AT&T		cellular service	\$ 226.18	\$ 659.66	\$ 102,889.03	
12/8/2016	635	635.912.520.194	Trash	Cellular Phone	AT&T		cellular service	\$ 226.19	\$ (340.35)	\$ 103,115.22	

January 4, 2017 - Consent #1										
12/8/2016	639	639.919.521.200	Wholesale	Engineering	Farr West Engineering	7779	Vector Drive Easement	\$ 225.00	\$ 2,373.75	\$ 103,340.22
12/8/2016	630	630.911.520.072	General	Advertising	Sierra NV Media Group	10312016	Best of CV ad digital	\$ 99.00	\$ 349.50	\$ 103,439.22
12/8/2016	640	640.913.520.170	Water	Memberships	USC Foundation Office	14198	membership renewal	\$ 120.00	\$ 871.28	\$ 103,559.22
12/8/2016	630	630.911.550.034	General	Special Events	Ace Hardware	112075/1	Christmas	\$ 5.94	\$ 6,154.43	\$ 103,565.16
12/8/2016	630	630.916.532.015	General	Maint & Repair	Ace Hardware	112095/1	CVIC	\$ 21.97	\$ 43,842.11	\$ 103,587.13
12/8/2016	630	630.911.550.034	General	Special Events	Ace Hardware	112215/1	Christmas	\$ 10.47	\$ 6,154.43	\$ 103,597.60
12/8/2016	630	630.915.532.015	General	Maint & Repair	Ace Hardware	112233/1	Street light repair	\$ 62.93	\$ 74,873.29	\$ 103,660.53
12/8/2016	639	639.919.532.015	Wholesale	Maint & Repair	Ace Hardware	112342/1	wholesale	\$ 4.99	\$ 20,005.88	\$ 103,665.52
12/8/2016	630	630.911.550.034	General	Special Events	Ace Hardware	112344/1	Christmas	\$ 49.52	\$ 6,154.43	\$ 103,715.04
12/8/2016	630	630.916.532.015	General	Maint & Repair	Ace Hardware	112363/1	Hardware	\$ 11.23	\$ 43,842.11	\$ 103,726.27
12/8/2016	630	630.916.532.015	General	Maint & Repair	Ace Hardware	112487/1	flappers/cvic	\$ 16.47	\$ 43,842.11	\$ 103,742.74
12/8/2016	640	640.913.532.015	Water	Maint & Repair	Ace Hardware	112488/1	marking paint	\$ 13.98	\$ (707.97)	\$ 103,756.72
12/8/2016	630	630.916.532.015	General	Maint & Repair	Ace Hardware	112518/1	wall plate	\$ 5.94	\$ 43,842.11	\$ 103,762.66
12/8/2016	630	630.915.532.015	General	Maint & Repair	Ace Hardware	112609/1	street light repair	\$ 11.99	\$ 74,873.29	\$ 103,774.65
12/8/2016	630	630.916.532.015	General	Maint & Repair	Ace Hardware	112646/1	Christmas	\$ 58.75	\$ 43,842.11	\$ 103,833.40
12/8/2016	630	630.911.550.034	General	Special Events	DHS Music Department		Christmas music Event	\$ 250.00	\$ 6,154.43	\$ 104,083.40
12/8/2016	635	635.912.520.118	Trash	Veh. Maint Outside	Alliance Refuse	28937	trash truck belt	\$ 207.49	\$ 47.79	\$ 104,290.89
12/8/2016	630	630.911.520.078	General	Printing and Binding	Town of Gardnerville	644	share of christmas ad	\$ 121.00	\$ 510.47	\$ 104,411.89
12/8/2016	639	639.919.532.015	Wholesale	Maint & Repair	Meeks Lumber & Hardware	989825	Wholesale repair	\$ 14.24	\$ 20,005.88	\$ 104,426.13
12/8/2016	630	630.911.550.034	General	Special Events	Meeks Lumber & Hardware	26-May	Christmas	\$ 12.93	\$ 6,154.43	\$ 104,439.06
12/8/2016	639	639.919.521.100	Wholesale	Pro. Services	Allison MacKenzie	169967	Wholesale and rate matters	\$ 62.50	\$ 52,816.72	\$ 104,501.56
12/8/2016	640	640.913.521.100	Water	Pro. Services	Allison MacKenzie	8-May	Retail Water	\$ 937.50	\$ 23,526.00	\$ 105,439.06
12/8/2016	630	630.911.521.100	General	Professional Services	Allison MacKenzie	169966	General Town Matters	\$ 6,730.00	\$ 45,930.36	\$ 112,169.06
12/8/2016	639	639.919.521.100	Wholesale	Pro. Services	Allison MacKenzie	169966	wholesale matters	\$ 137.50	\$ 52,816.72	\$ 112,306.56
12/8/2016	640	640.913.521.100	Water	Pro. Services	Allison MacKenzie	169966	Retail Water	\$ 62.50	\$ 23,526.00	\$ 112,369.06
12/8/2016	639	639.919.532.015	Wholesale	Maint & Repair	Sierra Controls	118219	Heybourne	\$ 220.00	\$ 20,005.88	\$ 112,589.06
12/8/2016	639	639.919.532.015	Wholesale	Maint & Repair	Sierra Controls	118220	Well 8	\$ 113.36	\$ 20,005.88	\$ 112,702.42
12/13/2016	630	630.911.520.055	General	Telephone Expense	Frontier	FY pull over	long distance	\$ 10.00	\$ 2,300.03	\$ 112,712.42
12/13/2016	630	630.911.520.136	General	Rents & Leases Equip	Dell Financial Services	78604827	Lease with IT	\$ 1,471.99	\$ 1,826.79	\$ 114,184.41
12/13/2016	630	630.911.520.200	General	Training & Education	Reimbursement League of Cities			\$ (219.00)	\$ 8,517.80	\$ 113,965.41
12/13/2016	630	630.911.550.001	General	Misc Expenses	Lions Club	Reconciliation FY	Flag Service	\$ 50.00	\$ 3,189.49	\$ 114,015.41
12/13/2016	630	630.917.532.015	General	Maint & Repair	Maint & Repair	10/12/2016	Reimbursement Garage Door	\$ (8,300.00)	\$ (707.94)	\$ 105,715.41
12/13/2016	635	635.912.550.100	Trash	Bank Fees-CC Process	Bank Fees		October CC Fees	\$ 194.09	\$ 828.56	\$ 105,909.50
12/13/2016	635	635.912.550.100	Trash	Bank Fees-CC Process	Bank Fees		November CC Fees	\$ 205.53	\$ 828.56	\$ 106,115.03
12/13/2016	635	635.912.550.100	Trash	Bank Fees-CC Process	Bank Fees		December CC Fees	\$ 137.24	\$ 828.56	\$ 106,252.27
12/13/2016	639	639.919.520.072	Wholesale	Advertising	McMurry Procurement	Ad for Op Mgr		\$ 544.00	\$ (544.00)	\$ 106,796.27
12/13/2016	639	639.919.532.015	Wholesale	Maint & Repair	Hach Co.	10183145	Chlorine/electrolyte	\$ 132.64	\$ 20,005.88	\$ 106,928.91
12/13/2016	640	640.913.550.100	Water	Bank Fees-Credit Card	CC Fees		October CC Fees	\$ 194.09	\$ 828.56	\$ 107,123.00
12/13/2016	640	640.913.550.100	Water	Bank Fees-Credit Card	CC Fees		November CC Fees	\$ 205.53	\$ 828.56	\$ 107,328.53
12/13/2016	640	640.913.550.100	Water	Bank Fees-Credit Card	CC Fees		December CC Fees	\$ 137.23	\$ 828.56	\$ 107,465.76
12/13/2016	630	630.916.520.072	General	Advertising	Sierra NV Media Group		Maint Assistant Ad	\$ 447.18	\$ (447.18)	\$ 107,912.94
12/15/2016	636	636.918.562.000	Cap Equip	Capital Projects	Diversified Systems	85455	Sound System deposit	\$ 16,716.00	\$ 161,971.07	\$ 124,628.94
12/15/2016	635	635.912.520.197	Trash	Landfill	Douglas Disposal	1125993	transfer fees	\$ 184.40	\$ 89,017.05	\$ 124,813.34
12/15/2016	635	635.912.520.197	Trash	Landfill	Douglas Disposal	1126031	transfer fees	\$ 755.39	\$ 89,017.05	\$ 125,568.73
12/15/2016	630	630.911.521.100	General	Professional Services	ICMA Membership		membership	\$ 679.91	\$ 45,930.36	\$ 126,248.64
12/15/2016	630	630.911.520.136	General	Rents & Leases Equip	Pitney Bowes Global Financial	330237026	rental charges 9/30/16 to 12/29/16	\$ 374.44	\$ 1,826.79	\$ 126,623.08
12/15/2016	630	630.000.220.000	General	Refundable Dep. (CVIC)	Studio E Dance & Aerial Arts	credit 1988	deposit refund	\$ 1,000.00	\$ (10,200.00)	\$ 127,623.08
12/15/2016	630	630.911.520.170	General	Memberships	Carson Valley Visitors Author	3043	wedding ad	\$ 100.00	\$ (1,885.72)	\$ 127,723.08
12/15/2016	635	635.912.520.052	Trash	Applicant License	Cruz, Saul	107310355	CDL Permit	\$ 58.25	\$ 254.25	\$ 127,781.33
12/15/2016	630	630.917.532.015	General	Maint & Repair	Ahern Rentals	1673618-1	pressure washer repair	\$ 6.94	\$ (707.94)	\$ 127,788.27
12/15/2016	635	635.912.520.118	Trash	Veh. Maint Outside	Ahern Rentals	116798095-1	parts fittings	\$ 56.97	\$ 47.79	\$ 127,845.24
12/15/2016	635	635.912.520.118	Trash	Veh. Maint Outside	Ahern Rentals	16646703-1		\$ 58.86	\$ 47.79	\$ 127,904.10
12/15/2016	630	630.916.532.015	General	Maint & Repair	Ahern Rentals	16798138-1	plunger	\$ 4.09	\$ 43,842.11	\$ 127,908.19
12/15/2016	640	640.913.533.802	Water	Small Equip	Ahern Rentals	16808329-1	Retail Water	\$ 442.40	\$ (442.40)	\$ 128,350.59
12/15/2016	630	630.911.550.034	General	Special Events	Ahern Rentals	16823371-1	events	\$ 10.53	\$ 6,154.43	\$ 128,361.12
12/15/2016	630	630.916.520.118	General	Vehicle Maintenance O	Ahern Rentals	16839228-1	lawnmower	\$ 57.98	\$ 4,730.28	\$ 128,419.10
12/15/2016	630	630.911.550.034	General	Special Events	Ahern Rentals	16867905-1	events	\$ 43.10	\$ 6,154.43	\$ 128,462.20
12/15/2016	630	630.911.550.034	General	Special Events	Ahern Rentals	16868366-1	events	\$ 7.98	\$ 6,154.43	\$ 128,470.18
12/15/2016	630	630.911.550.034	General	Special Events	Ahern Rentals	16885135-1	events	\$ 31.98	\$ 6,154.43	\$ 128,502.16
12/15/2016	630	630.911.550.034	General	Special Events	Ahern Rentals	16890423-1	events	\$ 94.10	\$ 6,154.43	\$ 128,596.26
12/15/2016	630	630.917.532.001	General	Op. Supplies	Nations Medical	101733	safety supplies	\$ 361.70	\$ 61.19	\$ 128,957.96
12/15/2016	630	630.911.520.055	General	Telephone Expense	Frontier	782-2495, 782-5976		\$ 356.06	\$ 2,300.03	\$ 129,314.02
12/15/2016	635	635.912.520.055	Trash	Telephone Expense	Frontier	782-2957, 782-5097		\$ 132.81	\$ 698.93	\$ 129,446.83
12/15/2016	639	639.919.520.055	Wholesale	Telephone Expense	Frontier			\$ 132.81	\$ 1,231.05	\$ 129,579.64
12/15/2016	640	640.913.520.055	Water	Telephone Expense	Frontier			\$ 132.81	\$ 2,198.91	\$ 129,712.45
12/15/2016	630	630.911.520.200	General	Training & Education	Procurement Davidson	16davidson	training books	\$ 76.20	\$ 8,517.80	\$ 129,788.65
12/15/2016	630	630.911.550.034	General	Special Events	Procurement Davidson		events	\$ 223.16	\$ 6,154.43	\$ 130,011.81
12/15/2016	630	630.917.532.028	General	Uniforms	Procurement Kistler	16-Nov	saul boots	\$ 119.99	\$ 684.75	\$ 130,131.80
12/15/2016	635	635.912.520.200	Trash	Training & Ed	Procurement Frisby	16-Nov	backflow class murphy	\$ 36.25	\$ 2,963.75	\$ 130,168.05
12/15/2016	630	630.916.532.015	General	Maint & Repair	Procurement Hamer	16-Nov	ceiling tiles	\$ 163.20	\$ 43,842.11	\$ 130,331.25
12/15/2016	630	630.911.550.001	General	Misc Expenses	Procurement Hamer		coffee service supply	\$ 95.31	\$ 3,189.49	\$ 130,426.56
12/15/2016	630	630.911.550.034	General	Special Events	Procurement Hamer		events	\$ 19.44	\$ 6,154.43	\$ 130,446.00
12/15/2016	630	630.911.533.800	General	Office Supplies	Procurement Hamer		supply	\$ 46.60	\$ 1,251.57	\$ 130,492.60
12/15/2016	630	630.911.550.001	General	Misc Expenses	Procurement Koepnick		misc board meetings	\$ 164.93	\$ 3,189.49	\$ 130,657.53
12/15/2016	630	630.911.550.034	General	Special Events	Procurement Koepnick		events	\$ 287.93	\$ 6,154.43	\$ 130,945.46
12/22/2016	630	630.911.520.136	General	Rents & Leases Equip	Ricoh USA Inc	52621338	contract 25285772 12/1/16 to 12/31/16	\$ 309.03	\$ 1,826.79	\$ 131,254.49
12/22/2016	630	630.911.520.136	General	Rents & Leases Equip	Ricoh USA Inc		service	\$ 65.52	\$ 1,826.79	\$ 131,320.01
12/22/2016	630	630.911.521.100	General	Professional Services	Tyco Integrated Security	27739835	montly service 12/16	\$ 188.40	\$ 45,930.36	\$ 131,508.41
12/22/2016	630	630.911.550.001	General	Misc Expenses	Alpen Sierra Coffee	188924	Coffee	\$ 43.75	\$ 3,189.49	\$ 131,552.16
12/22/2016	640	640.913.520.078	Water	Printing & Binding	ABE Printing	14365	newsletters	\$ 318.50	\$ (59.08)	\$ 131,870.66
12/22/2016	635	635.912.520.078	Trash	Printing & Binding	ABE Printing			\$ 318.50	\$ 240.91	\$ 132,189.16
12/22/2016	639	639.919.520.088	Wholesale	Utilities	Southwest Gas	16-Dec	Boug Pump	\$ 37.79	\$ 250,144.43	\$ 132,226.95
12/22/2016	630	630.916.520.088	General	Utilities	Southwest Gas		CVIC	\$ 266.69	\$ 10,248.43	\$ 132,493.64

January 4, 2017 - Consent #1										
12/22/2016	639	639.919.520.088	Wholesale	Utilities	Southwest Gas		1330 Buckeye Booster	\$ 431.72	\$ 250,144.43	\$ 132,925.36
12/22/2016	630	630.915.520.088	General	Utilities	Southwest Gas		Buckeye Storage	\$ 17.21	\$ 26,850.11	\$ 132,942.57
12/22/2016	630	630.916.520.088	General	Utilities	Southwest Gas			\$ 17.20	\$ 10,248.43	\$ 132,959.77
12/22/2016	639	639.919.520.088	Wholesale	Utilities	Southwest Gas		1330 Buckeye Facility	\$ 61.16	\$ 250,144.43	\$ 133,020.93
12/22/2016	640	640.913.520.088	Water	Utilities	Southwest Gas			\$ 61.17	\$ 2,600.00	\$ 133,082.10
12/22/2016	635	635.912.520.088	Trash	Utilities	Southwest Gas			\$ 183.51	\$ 3,799.91	\$ 133,265.61
12/22/2016	630	630.915.520.088	General	Utilities	Southwest Gas			\$ 20.39	\$ 26,850.11	\$ 133,286.00
12/22/2016	630	630.916.520.088	General	Utilities	Southwest Gas			\$ 40.78	\$ 10,248.43	\$ 133,326.78
12/22/2016	630	630.917.520.088	General	Utilities	Southwest Gas			\$ 40.78	\$ 733.32	\$ 133,367.56
12/22/2016	640	640.913.532.015	Water	Maint & Repair	USA Blue Book	126438	water equipment	\$ 238.06	\$ (707.97)	\$ 133,605.62
12/22/2016	630	630.916.520.187	General	Internet Expense	Spectrum Business	16-Dec	internet wireless service	\$ 84.98	\$ (509.88)	\$ 133,690.60
12/22/2016	630	630.916.532.015	General	Maint & Repair	Uline	82633465	trash can bands	\$ 101.20	\$ 43,842.11	\$ 133,791.80
12/22/2016	639	639.919.532.015	Wholesale	Maint & Repair	Pinenut Livestock	143573	cleaning wholesale operation	\$ 39.39	\$ 20,005.88	\$ 133,831.19
12/22/2016	636	636.918.562.000	Cap Equip	Capital Projects	RCI	16-01655	County Road Ditch 15D01	\$ 6,597.77	\$ 161,971.07	\$ 140,428.96
12/22/2016	639	639.919.532.015	Wholesale	Maint & Repair	Carson Pump	3916	Booster Pump Maint	\$ 4,640.00	\$ 20,005.88	\$ 145,068.96
12/22/2016	639	639.919.532.015	Wholesale	Maint & Repair	Carson Pump	3917	Well Test 16W02	\$ 600.00	\$ 20,005.88	\$ 145,668.96
12/22/2016	630	630.917.532.015	General	Maint & Repair	D&D Overhead Door	15125	garage door repair	\$ 8,300.00	\$ (701.94)	\$ 153,968.96
12/22/2016	640	640.913.520.170	Water	Memberships	Bureau of Safe Drinking Water		license app brown	\$ 84.00	\$ 871.28	\$ 154,052.96
12/22/2016	640	640.913.520.170	Water	Memberships	Bureau of Safe Drinking Water		license app Parke	\$ 84.00	\$ 871.28	\$ 154,136.96
12/22/2016	640	640.913.562.000	Water	Capital Projects	DOCO Comm Development		Well 11 16W02	\$ 528.93	\$ 545,213.45	\$ 154,665.89
12/22/2016	630	630.911.520.055	General	Telephone Expense	Frontier	4734621	long distance	\$ 10.00	\$ 2,300.03	\$ 154,675.89
12/22/2016	630	630.911.520.136	General	Rents & Leases Equip	Ricoh USA Inc	52725453	pass through property tax copier lease	\$ 20.31	\$ 1,826.79	\$ 154,696.20
12/22/2016	630	630.911.520.136	General	Rents & Leases Equip	Ricoh USA Inc	52725458	pass through property tax	\$ 59.21	\$ 1,826.79	\$ 154,755.41
									\$	154,755.41

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**January 4, 2017 Minden Town Board Agenda
Consent Agenda, Item Number 2**

DATE: December 23, 2016

PREPARED BY: Rachel Hamer, Secretary

SUBJECT: Approval of a request by the Family Support Council of Douglas County for the Town of Minden to sponsor the Amateur Barbeque Cook-Off (also known as Chillin' and Grillin') on July 8, 2017. Approval of this request would include waiving fees associated with street closure and use of the CVIC Hall Kitchen on July 7th and 8th, and providing Town Staff support for the event. Town approval will also include closure of 5th Street from Mono Avenue to Esmeralda Avenue and Mono Avenue between 5th Street and 6th Street from 6:00 a.m. to 9:00 p.m. Saturday July 8, 2017.

PREVIOUS ACTION:

- The Town Board has approved this request in 2013, 2014 & 2016.

BACKGROUND: This will be the 5th year for the Family Support Council Chillin' and Grillin' event and the fourth time the event will be held in Minden Park.

FISCAL IMPACT: For the purposes of this request, sponsorship would include: waiver of street closure fee for 1 day (\$500 total) and hourly rental fees associated with use of the CVIC Hall (\$500 maximum).

STAFF RECOMMENDATION: Staff recommends the Board approval of a request by the Family Support Council of Douglas County for the Town of Minden to sponsor the Amateur Barbeque Cook-Off (also known as Chillin' and Grillin') on July 8, 2017. Approval of this request would include waiving fees associated with street closure and use of the CVIC Hall Kitchen on July 7th and 8th, and providing Town Staff support for the event. Town approval will also include closure of 5th Street from Mono Avenue to Esmeralda Avenue and Mono Avenue between 5th Street and 6th Street from 6:00 a.m. to 9:00 p.m. Saturday July 8, 2017.

ACTION TAKEN: Approved Continued Denied

Approved with conditions: _____

Please return to: Town of Minden 1604 Esmeralda Ave. Suite 101 Minden, NV 89423
Phone: 775-782-5976 Fax: 775-782-5287

Minden Park Restrooms: Town personnel are responsible for maintaining restrooms at a charge to the event.

Sanihuts: If an event has at least 500 people expected to attend, Sanihuts must be supplied by the applicant.

Indicate placement on attached map with a "S". Sanihuts needed (Y/N): 6-8

Patron Parking: No alleys are to be blocked; access to residences must be maintained.

Parking lot adjacent to CVIC Hall has priority use for CVIC Hall renters.

Cleaning of streets after the event: Event coordinator is responsible for clean up of streets and surrounding area after the event. This may include a large portion of the downtown corridor. What provisions have been made for cleanup? FSC Board and Staff will clean up

Proof of liability insurance is required, and bonded security guards may be mandated at the discretion of the Board. Attach proof of notification to residents and businesses in the immediate area of the event.

APPLICANT CERTIFIES THAT NO MODIFICATIONS / CHANGES WILL BE MADE TO ANY EQUIPMENT OF THE TOWN OF MINDEN DURING THE EVENT. THE TOWN DOES NOT ACCEPT RESPONSIBILITY FOR LOST OR DAMAGED ARTICLES IN CONNECTION WITH YOUR EVENT.

[Signature]
Signature of applicant

12/28/16
Date

TO BE FILLED OUT BY OFFICE PERSONNEL ONLY:

Number of days of street closure at \$500 / day: _____ Charges for Street Closure: \$ _____

Number of times event dumpsters were emptied: _____ Charges for Trash Removal: \$ _____

Town Staff Hours for Cleanup / Maintenance: _____ Charges for Staff Hours: \$ _____

Remarks: _____

EXPECTED FEES _____ DUE _____ Calendar _____ Scanned: ☐ ACTUAL FEES _____

Amount of Insurance Required: _____ Proof Rec'd: ☐ Security Required: ☐ Proof Rec'd: ☐ (attached)

Dep. Rec'd: ☐ Check No. _____ Date: _____ QB Credit No. _____ QB Sales No. _____ QB Inv No. _____

Name on Deposit Check / Credit Card: _____

Payment Rec'd: Check No. _____ Date: _____ Deposit Returned: ☐ Date: _____ QB Credit Refunded ☐



**January 4, 2017, Minden Town Board Meeting
Administrative Agenda, Item Number 1**

DATE: December 23, 2016

PREPARED BY: Jenifer Davidson, Town Manager

SUBJECT: For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request to recommend to Douglas County that the Transportation Plan be revised to designate the extension of Ironwood Drive as a local road. Possible action may also include directing staff to provide a letter of support on behalf of the Town Board of the goals and vision of the Family Support Council and the Dean Seeman Foundation in a format acceptable to Town Counsel. Appearance by Steve Decker, Executive Director of the Family Support Council and Judy Keele, Trustee of the Dean Seeman Foundation. **Public comment.**

PREVIOUS ACTION:

- November 9, 2016, Board Meeting: The Board reviewed and discussed the update to the transportation plan. No action was taken on this item.

BACKGROUND: According to the Douglas County Staff:

The Transportation Master Plan discusses improvements to the Douglas County Transportation Network from the present until 2040 needed to maintain efficient movement of pedestrians, vehicles, and other transportation modes. The draft contains updates of the goals of the Master Plan, in addition to specific findings, and recommendations regarding necessary transportation improvements. In addition the plan designates Ironwood Drive as a collector road.

The Executive Director of the Family Support Council provided the following narrative as background for this item:

The owners of the historic Seeman Ranch and the Dean Seeman Foundation, as well as the Family Support Council of Douglas County, have a long history of excellent relations with the Town of Minden. The Dean Seeman Foundation seeks to fund the vital activities of the Family Support Council, among other reasons, to provide a discrimination-free life for the physically and mentally disabled, relating to employment, access to individual housing, and involvement as fully participating members of the Minden community. Currently, in Minden and beyond, housing for individuals with disabilities is for the most part, limited to (a) for-profit, (b) segregated group housing, (c) immediate family, or is non-existent.

Truly effective programs generally succeed because of partnerships created among social service agencies, schools, religious organizations, law enforcement agencies, widows, widowers, single and married individuals, and the community at large. The Dean Seeman Foundation and the Family Support Council have recently unveiled a plan to offer integrated housing units, that is: for the non-disabled as well as those with developmental impairments--in a campus to be developed in, or immediately adjacent to, the Town of Minden.

The Dean Seeman Foundation and the Family Support Council have identified a potential location for such development right on the beloved Seeman Ranch, located at 1650 Buckeye Road; however, the current draft of the Douglas County Master Transportation Plan states that Ironwood Road must be a collector road through the property, which may unintentionally compromise the unique vision and delightful plan of further integrating this region in the Minden community.

At this time the Family Support Council and the Dean Seeman Foundation respectfully request the Minden Town Board join them in recommending to Douglas County a minor correction to the draft Transportation Plan, element of the Master Plan, which, while in draft, may be easily modified to allow Ironwood Road to be classified as a local road.

January 4, 2017, Minden Town Board Meeting
Administrative Agenda, Item Number 1

In addition to discussing the designation of Ironwood Drive, a presentation will be given to the Board regarding the goals and vision of the Family Support Council including, but not limited to Jesse's Ranch.

STAFF RECOMMENDATION: Staff recommends the Board approve a request to recommend to Douglas County that the Transportation Plan be revised to designate the extension of Ironwood Drive as a local road consistent with the goals and vision of the Family Support Council in coordination with the Dean Seeman Foundation.

ACTION TAKEN: Approve Continue Deny
 Approve with conditions: _____

**January 4, 2017, Minden Town Board Meeting
Administrative Agenda, Item Number 2**

DATE: December 21, 2016

PREPARED BY: Jenifer Davidson, Town Manager

SUBJECT: Not for possible action: Presentation by Main Street Minden to the Minden Town Board on the financial status, overall progress to date, and future plans of the Main Street Minden Program. Appearance by Connie Billington, Executive Director, Main Street Minden. **Public comment.**

PREVIOUS ACTION:

- April 1, 2015, Board Meeting: Board approved the request by the Minden Main Street Steering Committee for the Town to contribute an amount not to exceed \$90,000 in Fiscal Year 2016 to create a Minden Main Street Program.
- October 1, 2015, Board Meeting: Board approved a request to release the funds previously committed by the Town of Minden to create a Main Street Minden Program to the Main Street Minden organization, minus the funds already contributed by the Town to the Program, in a manner determined to be acceptable by the Minden Town Board.
- April 6, 2016, Board Meeting: Board voted to continue the discussion on this request and directed Staff to work with Main Street to come up with a proposal for a quid-pro-quo exchange of volunteer services for fees waived by the Town.
- June 1, 2016, Board Meeting: Board approved a request by the Main Street Minden Board to contribute \$7,906 in in-kind donations to the Main Street Minden Program in exchange for volunteer assistance for Town events.
- July 6, 2016, Board Meeting: Main Street Minden gave a presentation to the Board regarding the financial status, overall progress to date, and future plans of the Main Street Minden Program. In addition Main Street requested an item be placed on a future agenda for discussion seeking to clarify the level and frequency of reporting by Main Street Minden on the financial status, overall progress to date, and future plans of the Program.
- August 3, 2016, Board Meeting: Board approved the staff recommendation to ask Main Street Minden to provide quarterly reports from Main Street regarding financial status, overall progress to date, and future plans of the Main Street Minden program with interim reports to be presented by the Town liaison.

BACKGROUND: The Main Street Minden Program was created in 2015. Consistent with the Town of Minden's Mission Statement and Vision, Main Street Minden is a volunteer driven coalition representing the interests of businesses in both the public and the private sectors, and benefiting residents. The program is focused on safeguarding economic stability through design and beautification, facilitating events and business promotions, and encouraging economic and business development. It is the intent of the Main Street Program, through education and collaboration, to enrich the Town's pride and unique identity representing community spirit and preserving its historic influences.

This item appears on the agenda at the direction of the Town Board so that Main Street Minden may provide the Town Board an update regarding the financial status, overall progress to date, and future plans of the Program.

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**January 4, 2017, Minden Town Board
Administrative Agenda, Item Number 3**

DATE: December 23, 2016

PREPARED BY: Jenifer Davidson, Town Manager

SUBJECT: For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Town Staff in consultation with Christine Fixman Landscaping to remove and replace various landscape elements including trees, shrubs and other landscape materials in and around Minden Park. Discussion may include designating a portion of the landscape maintenance budget for the project. Appearance by Jenifer Davidson, Town Manager, and Christine Fixman, Christine Fixman Landscaping. Public comment.

PREVIOUS ACTION:

None for this item.

BACKGROUND: The plantings in Minden Park were installed over 20 years ago and are now overgrown. Accordingly Town Staff met with Ms. Fixman to discuss what could be done to update the plant palette with the goal of increasing efficiency, improving overall plant health, vigor and appearance and creating a more cohesive look in downtown.

Attached for consideration are several rough sketched examples for the planters and pictures of the types of plant materials recommended by Town Staff in coordination with Ms. Fixman. It is the intent to have Town Staff do the majority of the work with training and assistance provided by Ms. Fixman.

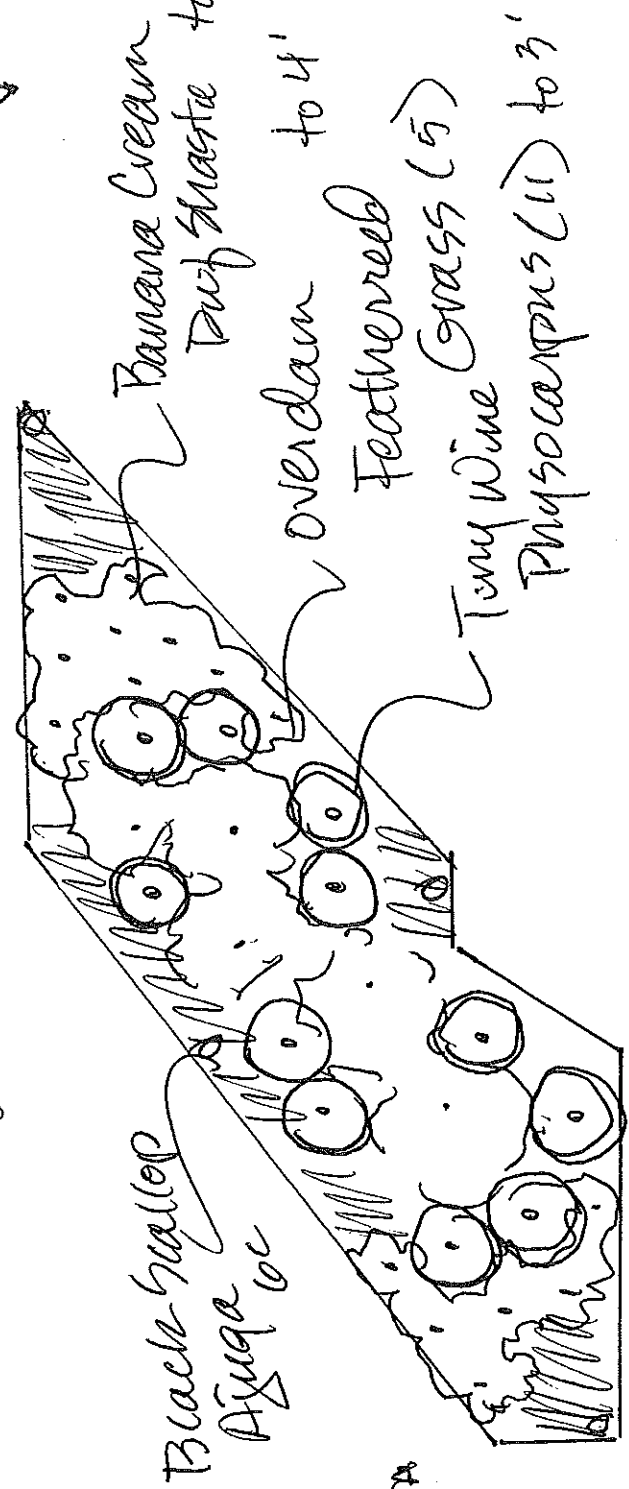
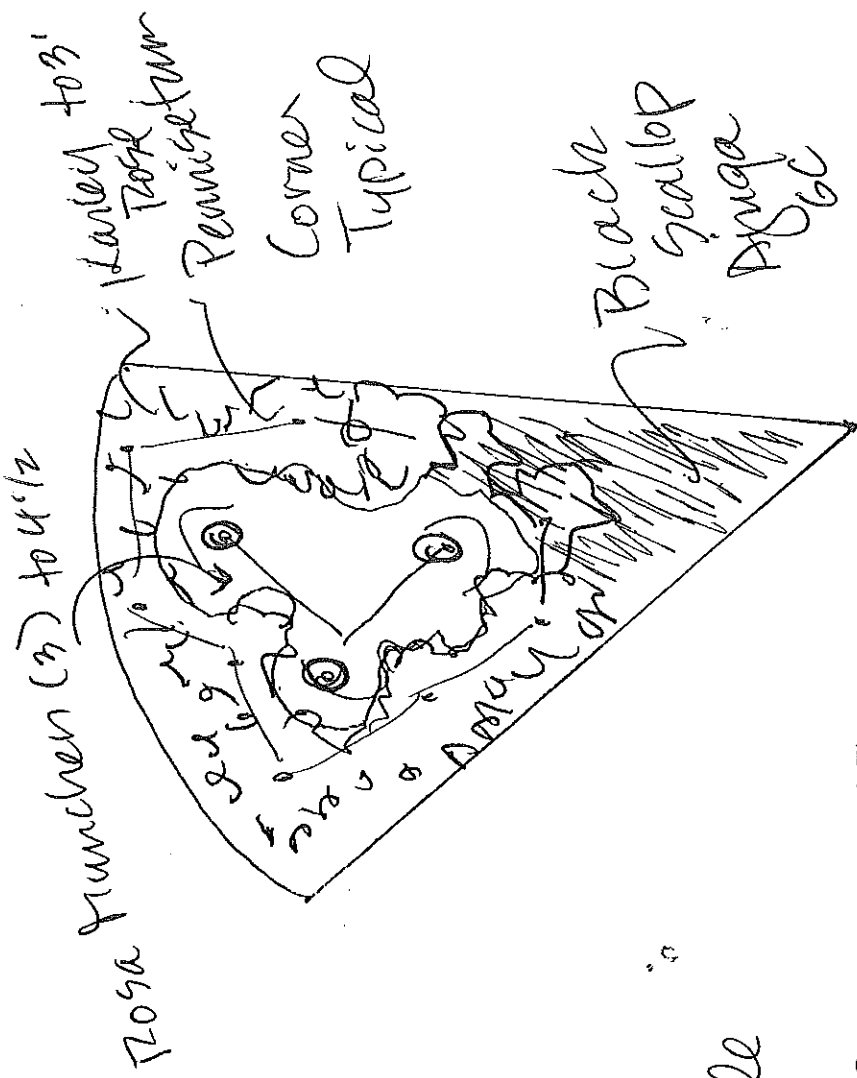
FISCAL IMPACT: If approved Town Staff anticipate the total amount spent on the project will not exceed \$4,000.

STAFF RECOMMENDATION: Staff recommends the Board approve a request by Town Staff in consultation with Christine Fixman Landscaping to remove and replace various landscape elements including trees, shrubs and other landscape materials in and around Minden Park and designate a portion of the landscape maintenance budget for the project.

ACTION TAKEN: Approved Continued Denied
Approved with conditions: _____

1. Plant Spring Flowering Bulbs
Daffodils & Dwarf Hyacinths
2. Teach crew how & when to
prune & shear
3. Redo Irrigation?
4. No D.G. - use mulch

Snipers Out
Left side Typical
Reverse for Right Side



Oregon Grape Out
Remaining locust Out

Center Typical

Tiny Wine Physocarpus
(7)

Summer Charm
Tree lilac (1)
(20H x 15W)

Harley Rose
Pennisetum
(45)

Black Scallop
Agave

Banana Cream
Shasta
Daisy

Lemon Drop
Evening
Primrose

Black
Scallop Agave

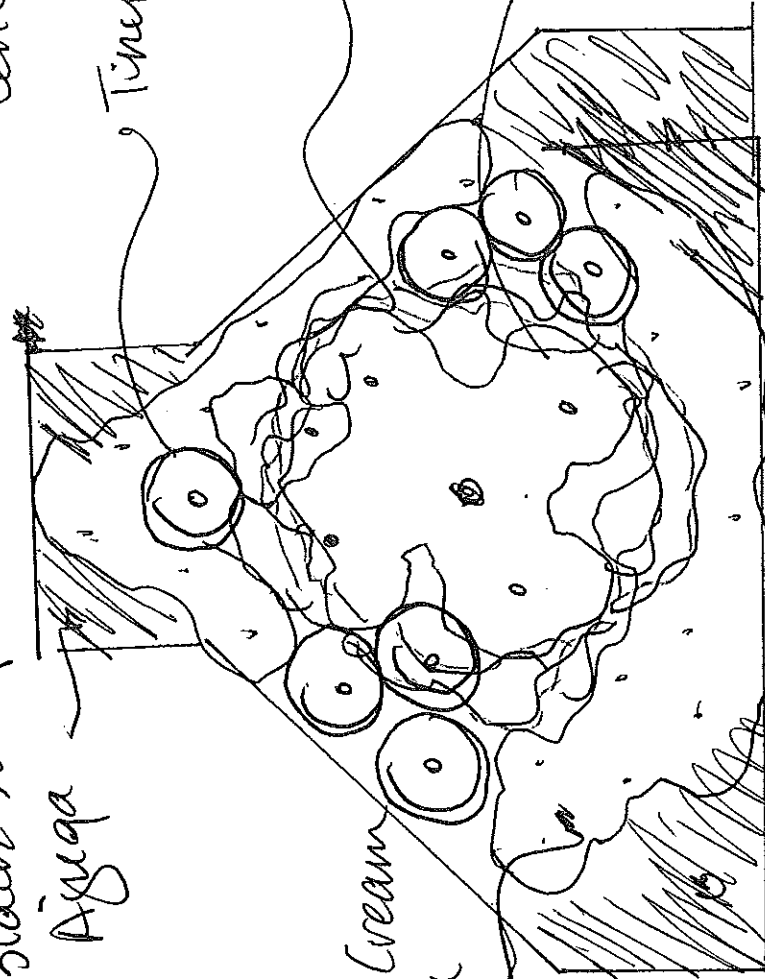




Figure 1: Black Scallop Ajuga



Figure 2: Summer Charm Lilac Tree



Figure 3: Karley Rose Fountain Grass



Figure 4: Tiny Wine Ninebark



Figure 5: Shasta Daisy

**January 4, 2017, Minden Town Board
Administrative Agenda, Item Number 4**

DATE: December 23, 2016

PREPARED BY: Jenifer Davidson, Town Manager

SUBJECT: For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Town Staff in consultation with Christine Fixman Landscaping to remove and replace various landscape elements including trees, shrubs and other landscape materials in planters and tree-wells along Esmeralda Avenue between 5th Street and 4th Street. Discussion may include designating a portion of the landscape maintenance budget for the project. Appearance by Jenifer Davidson, Town Manager, and Christine Fixman, Christine Fixman Landscaping. **Public comment.**

PREVIOUS ACTION:

- None for this item.

BACKGROUND: The plantings on Esmeralda were installed over 20 years ago and are now overgrown. Accordingly Town Staff met with Ms. Fixman to discuss what could be done to update the plant palette with the goal of increasing efficiency, improving overall plant health, vigor and appearance and creating a more cohesive look in downtown.

FISCAL IMPACT: If approved Town Staff anticipate the total amount spent on the project will not exceed \$6,000.

STAFF RECOMMENDATION: Staff recommends the Board approve request by Town Staff in consultation with Christine Fixman Landscaping to remove and replace various landscape elements including trees, shrubs and other landscape materials in planters and tree-wells along Esmeralda Avenue between 5th Street and 4th Street and designate a portion of the landscape maintenance budget for the project.

ACTION TAKEN: Approved Continued Denied

Approved with conditions: _____

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**January 4, 2017, Minden Town Board
Administrative Agenda, Item Number 5**

DATE: December 23, 2016

PREPARED BY: Jenifer Davidson, Town Manager
JD Frisby, Superintendent of Public Works

SUBJECT: For possible action: Discussion and possible action to provide direction to Town Staff regarding the possible expansion of the Minden Park Gazebo project to include all of Minden Park and all or portions of 5th Street. Possible action may include directing staff to put together a conceptual design for a courtyard expansion of the Park to include, but not be limited to, permanent/ semi-permanent closing of all or portions of 5th Street. Appearance by Jenifer Davidson, Town Manager and JD Frisby, Minden Superintendent of Public Works. **Public comment.**

PREVIOUS ACTION:

- April 2016, Board Meeting: Board approved the revised Town of Minden Ten Year CIP, including designating \$250,000 for the rehabilitation/reinforcement of the Gazebo in Minden Park.

BACKGROUND: In April of this year the Board approved the revised Town of Minden Ten Year CIP, including designating \$250,000 for the rehabilitation/reinforcement of the Gazebo in Minden Park. Since that time Town Staff have met with a Structural Engineer from the engineering services pool to conduct a structural analysis on the Gazebo. The results and recommendations from that analysis will be shared with the Board at a future Board meeting.

In addition to a structural analysis, Town Staff evaluated the accessibility and overall usability of the Gazebo and restroom facilities. Among the ideas considered to address functionality was possibly eliminating restroom facilities from under the gazebo and creating a stand-alone restroom facility. Furthermore, staff discussed expanding the project to include all of Minden Park and all or portions of 5th Street. Specifically, Staff determined a conceptual design for a courtyard expansion of the Park could include, but not be limited to, permanent/ semi-permanent closing of all or portions of 5th Street. This item is placed on the agenda at this time to provide the Board an opportunity to have similar conversation and to provide direction to Staff regarding potentially expanding the project to include these elements or other ideas as determined appropriate by the Board.

FISCAL IMPACT: At this time the Board designated \$250,000 for the Gazebo project. It is anticipated this amount may need to be adjusted based on the direction received on this item.

STAFF RECOMMENDATION: Staff recommends the Board provide direction to Town Staff regarding the possible expansion of the Minden Park Gazebo project to include all of Minden Park and all or portions of 5th Street. Possible action may include directing staff to put together a conceptual design for a courtyard expansion of the Park to include, but not be limited to, permanent/ semi-permanent closing of all or portions of 5th Street.

ACTION TAKEN: Approved Continued Denied
Approved with conditions: _____

Minden Park

Exhibit Aerial

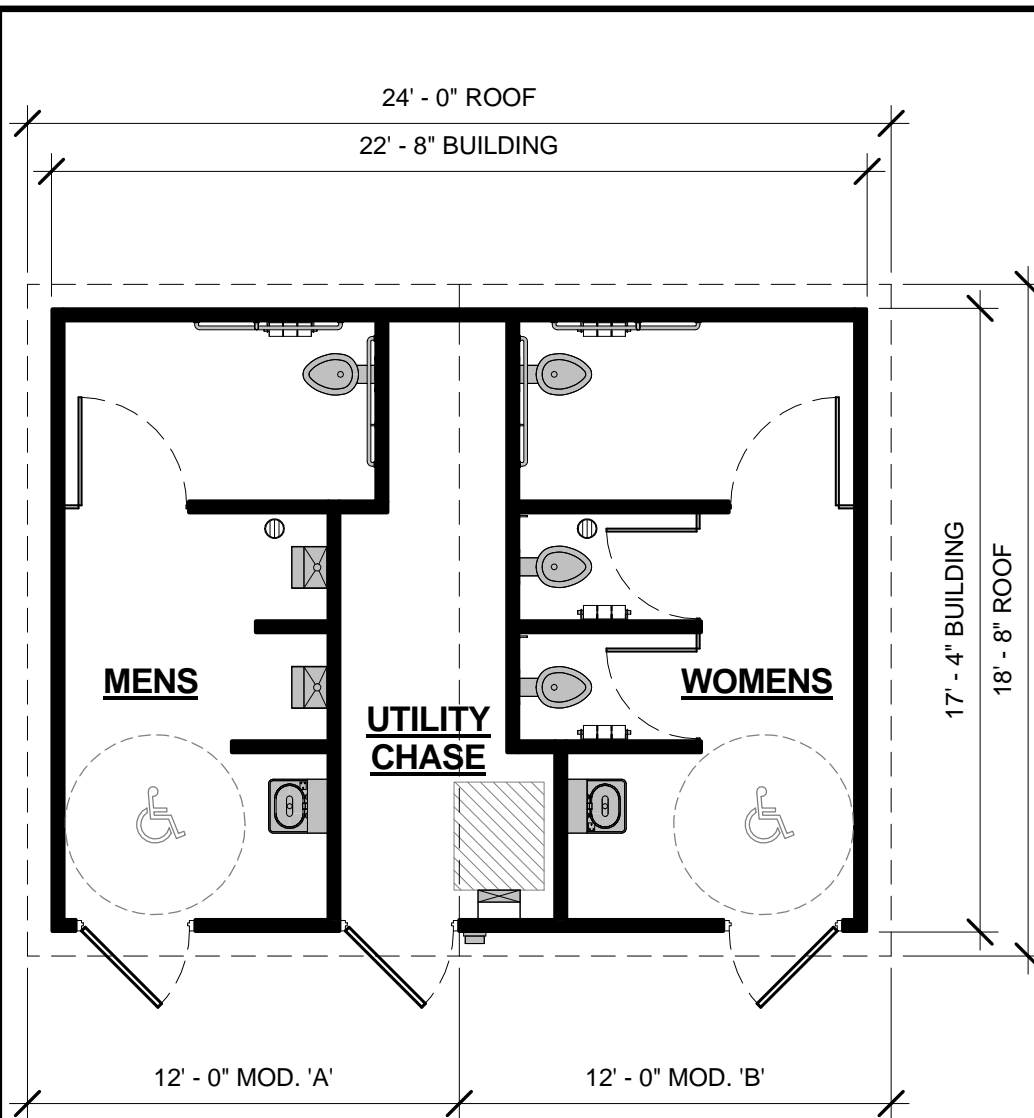
Minden

Google earth

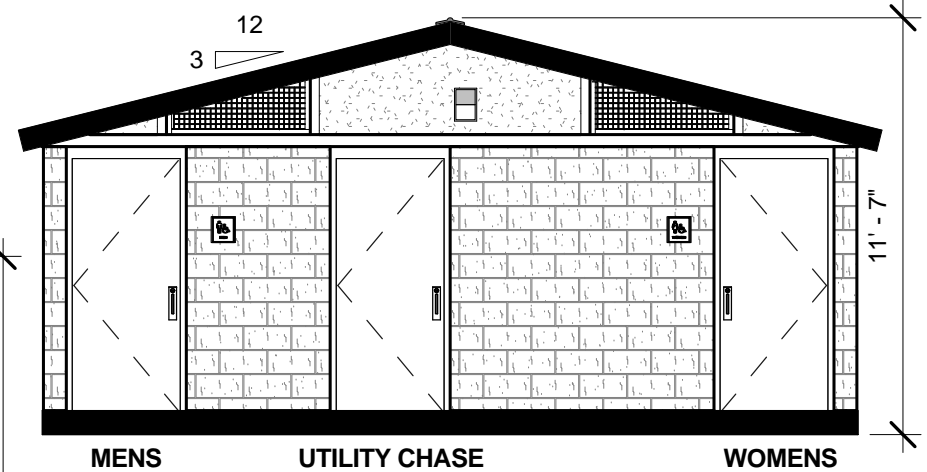
Page 32

100 ft

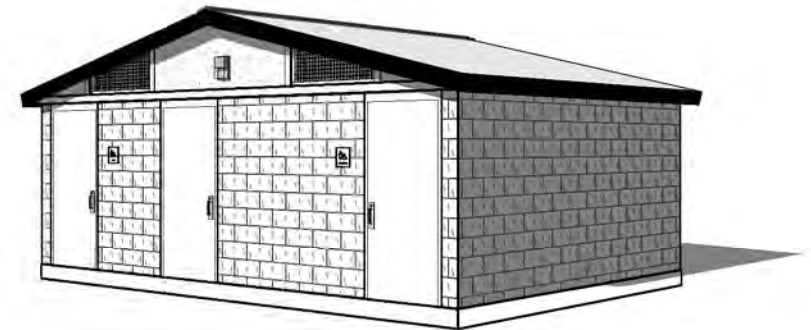




① FLOOR PLAN
3/16" = 1'-0"



② FRONT ELEVATION
3/16" = 1'-0"



③ PERSPECTIVE



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STADIUM SERIES

SS-242

MAXIMUM PERSON AN HOUR:

270 M

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**January 4, 2017, Special Meeting of the Minden Town Board
Administrative Agenda, Item Number 6**

DATE: December 23, 2016

PREPARED BY: Jenifer Davidson, Town Manager
JD Frisby, Superintendent of Public Works

SUBJECT: For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Town Staff to create a pilot curbside recycling program in coordination with Douglas Disposal and the Town of Gardnerville in a select neighborhood of the Town of Minden. Appearance by Jenifer Davidson, Town Manager. **Public comment.**

PREVIOUS ACTION:

- April 6, 2016, Board Meeting: Board adopted the 2016 Strategic Planning goals.

BACKGROUND: A strategic planning session was held on February 9, 2016. The Town Manager subsequently assembled and prioritized the attached Strategic Planning Goals and action plans in response to the session which were adopted by the Board in April. Among the goals adopted by the Board was to ***“Investigate, explore and evaluate the possibility of implementing a trash recycling program in Minden.”***

In furtherance of this goal, Town Staff are proposing a pilot curbside recycling program, in coordination with the Town of Gardnerville and Douglas Disposal in a select neighborhood of the Town of Minden beginning in February or March and running through June. The pilot will provide single stream recycling service at no additional charge to 140-150 customers. Pickup would alternate weekly with green waste services (one week recycling, one week green waste). During this time, Town Staff will collect data regarding the total volume of recyclable materials generated by the sample group and the overall cost of the service. This data will in turn be analyzed to determine if a recycling program will be cost effective and feasible in Minden.

STAFF RECOMMENDATION: Staff recommends the Board approve a request by Town Staff to create a pilot curbside recycling program in coordination with Douglas Disposal and the Town of Gardnerville in a select neighborhood of the Town of Minden.

ACTION TAKEN: Approve Continue Deny
 Approve with conditions: _____

Minden Recycle Pilot

Option Areas

Staff Recommended Options
 Option 1: Monterra + Hearthstone
 Option 2: La Costa + Winhaven Patio
 Option 3: Mackland + Aspen Grove

Winhaven Patio ~ 98 Units

La Costa ~ 50 Units

Westwood Patio ~ 84 Units

Monterra ~ 90 Units

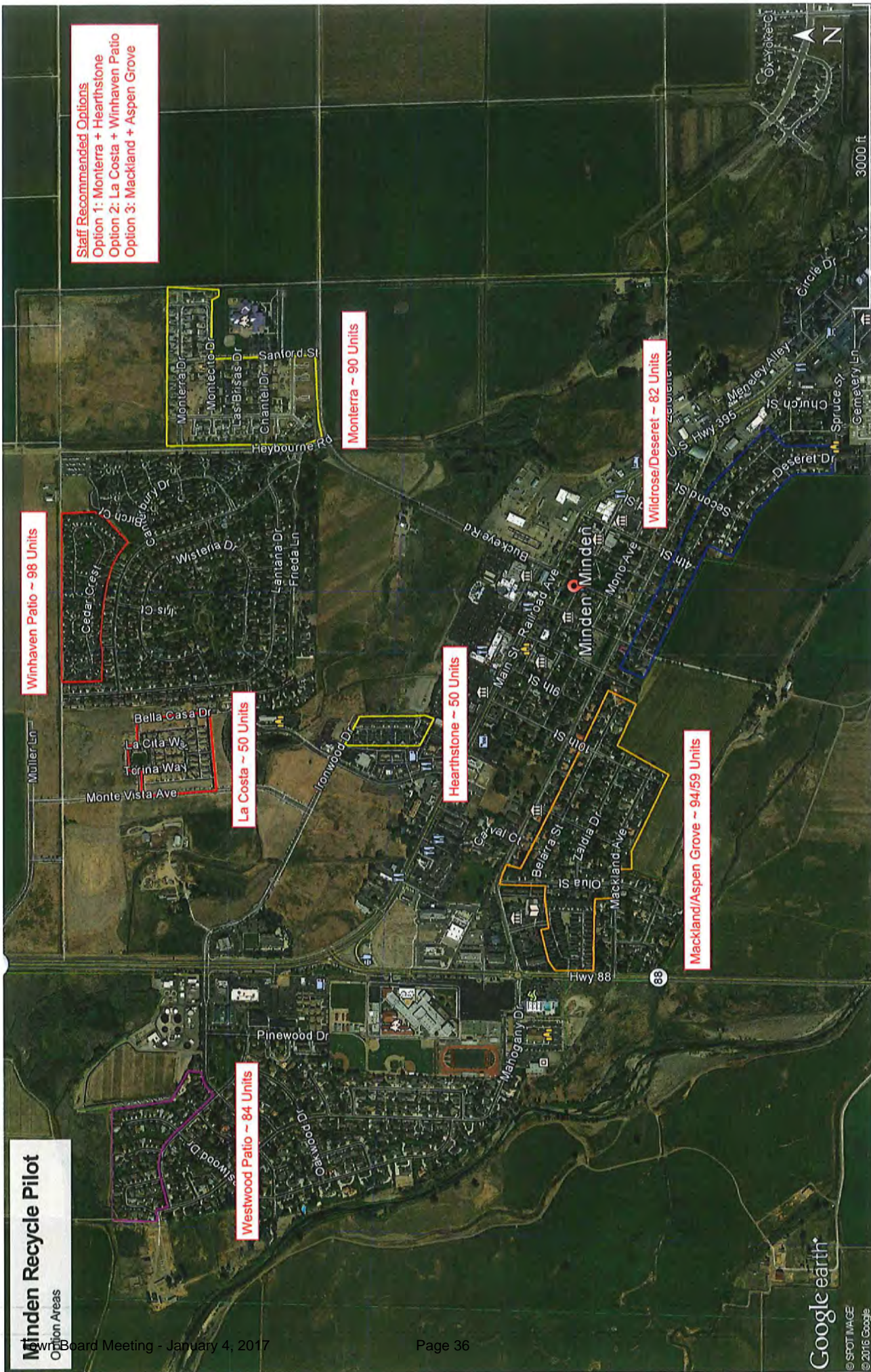
Hearthstone ~ 50 Units

Wildrose/Deseret ~ 82 Units

Mackland/Aspen Grove ~ 94/59 Units

Google earth

© SPOT IMAGE
 © 2016 Google





Solid Waste and Recycling Programs

Photography courtesy of Jennifer Ward

Solid Waste Services for Douglas County

Carson Valley

- **Douglas Disposal and Recycling Services – since 1978**
9,800 customers including Alpine County, California
Solid waste, Transfer Station recycling and drop-off recycling locations
- **Town of Minden**
1,300 homes and businesses
Solid waste and green waste recycling
- **Town of Gardnerville**
1,500 homes and businesses
Solid waste and green waste recycling
- **Lake Tahoe – Tahoe-Douglas Township**
- **South Tahoe Refuse and Recycling Services – since 1962**
2,300 customers, solid waste, green waste and mixed Blue Bag recycling



Douglas County Transfer Station

County owned 20,000 sq. ft. facility located on 25 acres at the end of Pinenut Road, Gardnerville

- ❖ Public drop-off: cardboard, glass, plastic, paper, metal recycling
- ❖ Wood and green waste recycling
- ❖ Metal recycling
- ❖ Used oil recycling
- ❖ Hazardous, universal and e-waste recycling





Douglas Disposal & Recycling Services



Community Recycling Drop-Off

- Pa Wau Lu Middle School
- Jacks Valley Elementary
- Gardnerville Elementary
- Topas GID
- Douglas Animal Shelter
- Boy Scout Troup 495
- Alpine County



Special Recycling Programs

- Food Waste Recycling
- Christmas Tree Recycling
- Office Paper Recycling
- Cardboard Recycling
- Construction Recycling

Special Events

- Washoe Tribe Earth Day
- School Earth Day Events
- Parade of Lights
- Aspen Festival



Single Stream Recycling

- All recyclables in one tote
- Customer friendly
- Cleaner sort, more recyclables recovered
- Efficient use of labor
- Reduced risk of exposure
- Tote system compatible with equipment
- Additional trucks, drivers and totes
- Increased cost



Pilot Recycling Program In Carson Valley

- Six month pilot period, beginning February 2017
- Designated DDI residential area, town areas optional
- Current active customers in designated areas
- Pickup every other week
- No charge for service
- Process at a regional recycling facility
- Gauge participation rates and costs
- Survey participants
- Remain ahead of state mandates





Don't trash it...Recycle!

YES

Paper Products

- Cardboard
- Newspaper
- Office Paper
- Magazines & Catalogs
- Junk Mail
- Cereal & Tissue Boxes

Metals

- Aluminum Cans
- Tin Cans
- Bimetal Cans

Glass

- Bottles
- Jars

Plastic

- Water, Soda, Juice
- Milk Jugs
- Shampoo Bottles
- Food Containers & Trays
- Cleaning Product Bottles

No

Household Items

- Mirrors, Windows, Glassware
- Ceramics
- Styrofoam
- Film Plastic
- Plastic Packaging
- Plastic Utensils
- Textiles
- Food Waste
- Waxed Cardboard

Hazardous Waste

- Paint & Solvents
- Fluorescent bulbs, CFLs

Motor Oil

- Batteries
- Electronics
- Mercury Switches & Thermostats

For information on these items call:

775-782-5713
douglasdisposal.com

Pickup Calendar
On Back



Place your totes at curbside
by 5:00 a.m.
on your pick up day
775-782-5713

	S	M	T	W	T	F	S
Jan 2017	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
Feb 2017	29	30	31	1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
Mar 2017	26	27	28	1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
Apr 2017	26	27	28	29	30	31	1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
May 2017	30	1	2	3	4	5	6
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
Jun 2017	28	29	30	31	1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
Jul 2017	25	26	27	28	29	30	1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					

douglasdisposal.com



The pilot recycling program is proposed in response to consistent and continuing inquiries about curbside recycling in the Valley. The program is intended to provide answers:

Who would participate?

How much would we recycle?

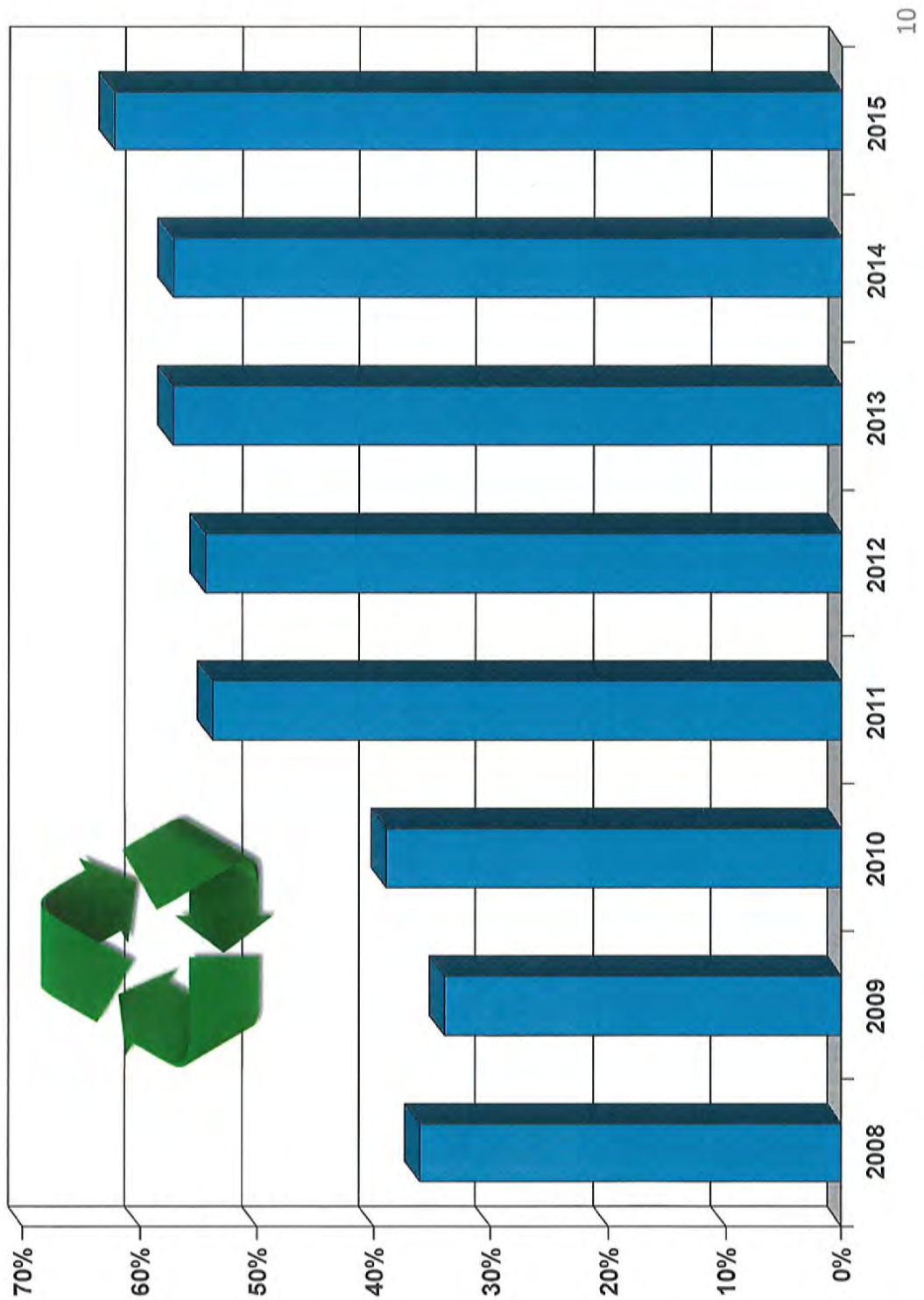
How much would it cost?

And finally, would residents be willing to pay for it?



Questions and Comments?

Douglas County Recycling per NDEP





Don't' trash it... **Recycle!**

YES

Paper Products

- Cardboard
- Newspaper
- Office Paper
- Magazines & Catalogs
- Junk Mail
- Cereal & Tissue Boxes

Metals

- Aluminum Cans
- Tin Cans
- Bimetal Cans

Glass

- Bottles
- Jars

Plastic

- Water, Soda, Juice
- Milk Jugs
- Shampoo Bottles
- Food Containers & Trays
- Cleaning Product Bottles

No

Household Items

- Mirrors, Windows, Glassware
- Ceramics
- Styrofoam
- Film Plastic
- Plastic Packaging
- Plastic Utensils
- Textiles
- Food Waste
- Waxed Cardboard

Hazardous Waste

- Paint & Solvents
- Fluorescent bulbs, CFLs
- Motor Oil
- Batteries
- Electronics
- Mercury Switches & Thermostats

For Information on these items call:
775-782-5713
douglasdisposal.com

**Pickup
Calendar
On Back**





Place your totes at curbside
by 5:00 a.m.
on your pick up day
775-782-5713

	S	M	T	W	T	F	S
<u>Jan</u>	1	2	3	4	5	6	7
<u>2017</u>	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31	1	2	3	4
<u>Feb</u>	5	6	7	8	9	10	11
<u>2017</u>	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	1	2	3	4
<u>Mar</u>	5	6	7	8	9	10	11
<u>2017</u>	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	1
<u>Apr</u>	2	3	4	5	6	7	8
<u>2017</u>	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	1	2	3	4	5	6
<u>May</u>	7	8	9	10	11	12	13
<u>2017</u>	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31	1	2	3
<u>Jun</u>	4	5	6	7	8	9	10
<u>2017</u>	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	1
<u>Jul</u>	2	3	4	5	6	7	8
<u>2017</u>	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					

douglasdisposal.com

**January 4, 2017, Special Meeting of the Minden Town Board
Administrative Agenda, Item Number 7**

DATE: December 23, 2016

PREPARED BY: Jenifer Davidson, Town Manager

JD Frisby, Superintendent of Public Works

SUBJECT: For possible action: Discussion and possible action to review and adopt, adopt with conditions, continue or deny the revised Town of Minden Public Works Department Employee Clothing Policy. Appearance by Jenifer Davidson, Town Manager and JD Frisby, Minden Superintendent of Public Works. **Public comment.**

PREVIOUS ACTION:

- October 3, 2007, Board Meeting: Board adopted the Public Works Clothing Policy.

BACKGROUND: The Minden Town Board adopted a clothing policy for Public Works staff in 2007. Supervisors have determined the policy needs to be reviewed and updated with various changes, including but not limited to, adding a section of the policy applicable to Administrative Staff. Attached are the existing policy and the proposed revision.

STAFF RECOMMENDATION: Staff recommends the Board review and adopt the revised Town of Minden Public Works Department Employee Clothing Policy.

ACTION TAKEN: Approve Continue Deny

Approve with conditions: _____



Employee Uniform Policy

Created 2007

Revised January 4, 2017

Town employees perform much of their work with and in view of the public. For this reason it is the expectation of the Town that employees are easily identifiable and that their attire is professional, neat and presentable at all times. In addition, the Town recognizes that Public Works employees spend much of their day working outdoors exposed to the hazards of traffic and in all types of weather and at all hours of the day or night. Employees are expected to dress in a way that is safe and appropriate for their work or craft. Employees in offices that have constant personal contact with the public are expected to dress in attire appropriate for the business world. Office employees should dress with safety in mind and appropriate footwear should be worn at all times. Office employees visiting job sites should wear appropriate personal protective equipment. Employee attire should reflect a level of modesty appropriate for the workplace. Employees will also practice proper personal hygiene so as to not become a distraction to other employees or customers in the workplace.

Upon termination of employment or resignation, employees are responsible for returning all portions of their uniform issued to them by the Town.

Uniforms, Dress and Appearance

Supervisor Responsibility – It is the responsibility of the supervisor to ensure that his/her employees are appropriately dressed for work including, if appropriate, uniform, safety shoes or slip-resistant shoes, and safety eye wear or other personal protective equipment. The employee's immediate supervisor is responsible for ensuring that the employee wears the uniform properly.

Employee Responsibility – It is the responsibility of the employees to be appropriately attired for work at the beginning of each assigned work shift (i.e., wearing a uniform if in a uniform-designated job title; wearing safety shoes or slip-resistant shoes if in a job title that requires them; for a job title that does not require a uniform, dressed in personal attire appropriate for the position).

Compliance – Failure to adhere to the Uniforms, Dress, and Appearance policy as described in this section may result in progressive disciplinary action, up to and including termination.

Provision I. Uniforms for Full-Time Public Works Department Employees

Section A Shirts:

All employees are required to wear shirts appropriate to their position. The Town of Minden may provide each employee a total of twelve shirts annually, consisting of a combination of button shirts and t-shirts as determined by each employee.

Section B Pants:

Each employee will receive up to \$200.00 allowance each fiscal year for the purchase of appropriate work pants. The acceptable pant is any type of full-length jeans work pant. Acceptable colors are blue, black, gray or brown.

Section C Work Boots:

Each employee will receive up to \$200 allowance each fiscal year for the purchase of appropriate work boots. The acceptable work boot will provide support and protection for the foot/ankle and be durable.

Section D Town Hat:

Employees will be provided with a Town of Minden hat. Hats will be replaced on an as-needed basis. Only hats issued by the Town are acceptable attire at work.

Section E Coveralls:

Also will continue service for coveralls under the State of Nevada Contract.

Section F Safety/Protective Equipment:

The following items are considered safety equipment and shall be provided to employees by the town, on an as needed basis but not limited to:

- a. One (1) pair of leather, insulated, or work gloves.
- b. One (1) pair of safety glasses.
- c. One (1) pair of full eye goggles.
- d. One (1) hard hat.
- e. Reflective vest.
- f. Ear protection.
- g. Weather related clothing

Section G Maintenance.

Each employee will be responsible for maintaining uniforms and laundering uniforms. All attire worn will be clean and free from holes. Minor stains are permitted as long as the overall look is neat and clean,

Section H Replacement:

Shirts will be replaced where the following conditions exist

- a. Torn or ripped beyond repair
- b. Large stains
- c. Faded to a point that they no longer look good
- d. Shirts no longer fit the employee properly.

The responsibility of authorizing replacement will fall on the public works superintendent, water operations manager or the maintenance supervisor. No other town employee will have authority to authorize replacement of uniforms.

Section I Procedure for requesting replacement shirts:

Each employee shall submit a request for replacement in writing, along with the shirts requiring replacement. A determination will be made by the appropriate authority and the request will be granted or denied based on that determination

- a. Existing employees will submit their request for replacement at the first of each fiscal year to their direct supervisor.
- b. Special Circumstances: An employee may also request replacement of a shirt if the shirt becomes damaged and is no longer acceptable under Section G and the employee's total shirt count is under five shirts.

Section J Purchase of Uniforms:

All purchases will be as follows:

- a. Shirts: In an effort to have continuity and take advantage of quantity discounts, all shirts will be purchased from one vendor.
- b. Pants: Each employee will be responsible for purchasing their own pants. There are two acceptable methods for purchasing pants, namely:
 1. Purchase pants at store of your choice and submit receipt to office.
 2. Purchase pants using Town of Minden charge account and submit copy of receipt.
- c. Work Boots: each employee will be responsible for purchasing their own work boots. There are two acceptable methods for purchasing work boots.
 1. Purchase work boots at store of your choice and submit receipt to office.
 2. Purchase work boots using Town of Minden charge account and submit copy of receipt.

Employees will be responsible to make purchases and submit receipts as stated above. Purchases will be made only for employee uniform use, and not for recreational use or for a third party.

Section K Reimbursement:

Employees will be reimbursed for the purchase of pants and work boots upon submittal of a receipt. Under no circumstances will reimbursement exceed the approved allowance. Under no circumstances will any unused balance of the approved allowance be paid back

to the employee or be credited to the following year's allowance. The Town will not reimburse employees for sales tax on purchases.

Provision II. Uniforms for Town Administrative Department Employees

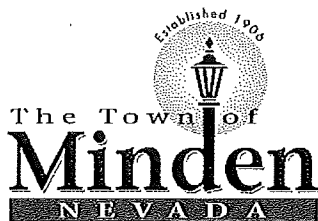
Section A Shirts:

Town Administrative Staff may be issued business-professional shirts once a year. The number of these shirts will be determined by the Town Manager.

Provision III. Uniforms for Part-time employees

Section A Permanent Part-time Employees:

The Town of Minden will purchase shirts (5ea.) for the permanent part time employees. Provision I, Sections A., D., E., F., G. H., and I. will apply.



1604 Esmeralda Avenue, Suite 101
Minden, Nevada 89423

2007

TOWN OF MINDEN PUBLIC WORKS DEPARTMENT EMPLOYEE CLOTHING POLICY

The Minden Town Board recognizes that the public works employees perform much of their work in view of the public. The Board feels it is very important that these employees are recognizable and that their attire is uniform, clean and neat. Furthermore, the Board recognizes that these employees spend much of their day working in the streets exposed to the hazards of traffic and in all types of weather and at all hours of the day or night. Understandably the Board is very concerned with the safety of the employees. In an effort to make the public works employees safer the following policy has been adopted.

This policy applies to all full time public works employees. Seasonal employees and part time employees will be addressed in Provision II.

Provision I. Uniforms for Full-Time Public Works Department Employees

Section A. Shirts:

All employees are required to wear shirts appropriate to their position, as set forth hereinafter: Trash and Utility workers will wear safety orange shirts. Building and Grounds workers will wear tan button shirts or green T shirts. Custodial workers will wear tan shirts. The Town of Minden may provide each employee a total of 12 shirts annually, consisting of a combination of button shirts and t-shirts as determined by each employee.

Section B. Pants:

Each employee will receive up to \$100.00 dollar annual allowance, once a year, for the purchase of work pants. The acceptable pant is any type of full-length jeans work pant. Acceptable colors are blue, black, gray or brown.

Section C. Work Boots:

Each employee will receive up to \$200.00 dollar allowance, once a year, for the purchase of work boots. The acceptable work boot will provide support and protection for the foot and be durable.

Section D. Ball Caps:

Employees will be provided with a Town of Minden ball cap (town logo). Caps will be replaced on an as-needed basis. Only caps with a town logo are acceptable attire at work.

Section E Coveralls:

Also will continue service for coveralls under the State of Nevada Contract.

Section F. Maintenance.

Each employee will be responsible for maintaining uniforms and laundering uniforms. All attire worn will be clean and free from holes. Minor stains are permitted as long as the overall look is neat and clean.

Section G. Replacement:

Shirts will be replaced where the following conditions exist

- a. Torn or ripped beyond repair
- b. Large stains
- c. Faded to a point that they no longer look good
- d. Shirts no longer fit the employee properly.

The responsibility of authorizing replacement will fall on the public works superintendent or the maintenance supervisor. No other town employee will have authority to authorize replacement of uniforms.

Section H. Procedure for requesting replacement shirts:

Each employee shall submit a request for replacement in writing, along with the shirts requiring replacement. A determination will be made by the appropriate authority and the request will be granted or denied based on that determination

- a. Employees will submit their request for replacement once a year, no later than June 25th.

- b. Special Circumstances: An employee may also request replacement of a shirt if the shirt becomes damaged and is no longer acceptable under section F. and the employee's total shirt count is under five shirts.

Section H. Purchase of Uniforms:

All purchases will be authorized only once a year on July 1st. Purchases will only be allowed between July 1st and July 15th namely employees will be responsible to make purchases and submit receipts within the specified dates.

- a. Shirts: In an effort to have continuity and take advantage of quantity discounts, all shirts will be purchased from one vendor.
- b. Pants: Each employee will be responsible for purchasing their own pants. There are two acceptable methods for purchasing pants, namely:
 - 1. Purchase pants at store of your choice and submit receipt to office within the above acceptable specified dates.
 - 2. Purchase pants from Work World using Town of Minden charge account and submit copy of receipt within the above specified dates.
- c. Work Boots: each employee will be responsible for purchasing their own work boots. There are two acceptable methods for purchasing work boots.
 - 1. Purchase work boots at store of your choice and submit receipt to office with in the acceptable specified dates
 - 2. Purchase work boots from Work World using Town of Minden charge account and submit copy of receipt with in the acceptable specified dates.

Section I. Reimbursement:

Employees will be reimbursed for the purchase of pants and work boots upon submittal of a receipt. No receipts will be accepted after July 15th. Under no circumstances will reimbursement exceed the approved allowance. Under no circumstances will any unused balance of the approved allowance be paid back to the employee or be credited to the following year's allowance.

Provision II. Uniforms Seasonal and Part-time employees

Section A. Seasonal Employees

All seasonal employees will be provided with the appropriate Town of Minden uniform (shirts only), under the existing State of Nevada contract with the approved vendor. These employees will be issued eleven shirts, and laundry service will be provided through the supplier.

Town of Minden Employee Clothing Policy
Page 4 of 4

1. Town of Minden ball caps (town logo) will be provided on an as-needed basis.

Section B. Permanent Part-time Employees:

The Town of Minden will purchase shirts (Sea.) for the permanent part time employees. Provision I, Sections A., D., E., F., and G will apply.

Minden Town Board approved the employees' request to purchase their existing 11ea. shirts from AlSCO. Also approved was an annual allowance up to \$200.00 for the purchase of work boots and up to \$100.00 for the purchase of pants. It is understood by all parties that the initial purchase of apparel from AlSCO should last for a minimum of two years, barring any unforeseen circumstances. All employees will be responsible for maintaining and laundering of their uniforms.

Work Boot purchases will only be allowed for those employees who did not purchase boots in 2007. All other employees will not be eligible to purchase work boots until July 1, 2008.

Policy was submitted and approved at the Minden Town October 3, 2007, policy to become effective October 15, 2007.



1604 Esmeralda Avenue, Suite 101
Minden, Nevada 89423

Request for Replacement of Work Shirts

Name _____ Date _____

Quantity of Shirts requiring Replacement

Button Shirts

Short sleeve _____ Size _____ Color _____

Long Sleeve _____ Size _____ Color _____

Total _____

T Shirts

Short sleeve _____ Size _____ Color _____

Long Sleeve _____ Size _____ Color _____

Total _____

Date Received _____

Approved _____ Date _____

**January 4, 2017, Minden Town Board Meeting
Administrative Agenda Item 8**

DATE: December 21, 2016

PREPARED BY: Jenifer Davidson, Town Manager

SUBJECT: For possible action: Discussion and possible action to direct staff in relation to Staff Reports. Discussion shall include a Staff Report on the activities, progress on or status of assigned tasks and projects, or general information regarding operations and projects related to trash, retail and wholesale water service, and other functions of the Town of Minden. Appearance by Jenifer Davidson, Town Manager, and JD Frisby, Superintendent of Public Works. **Public comment.**

ACTION TAKEN: Approve Continue Deny

Approve with conditions: _____

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**January 4, 2017, Minden Town Board Meeting
Administrative Agenda, Item Number 9**

DATE: December 21, 2016

PREPARED BY: Jenifer Davidson, Town Manager

SUBJECT: For possible action: Discussion and possible action to provide direction to Town Staff regarding Town Staff report on a bill(s) or bill draft request(s) ("BDR") listed on the Nevada Legislature website (<http://www.leg.state.nv.us/Session/79th2017/>) for the 79th (2017) Nevada Legislative which may affect the Town of Minden or its Board. Appearance by Jenifer Davidson, Town Manager. **Public comment.**

BACKGROUND: The 79th (2017) Nevada Legislative Session begins in February of 2017. Attached for reference is the proposed 120-Day Calendar of the Legislative Session. A complete list of bills and bill draft requests for consideration by the legislature is included on the Nevada Legislature website.

As the 2017 Legislative Session approaches Town Staff will use this time to review the content of 777 Bill Drafts submitted as of December 21, 2016 to determine which BDRs may be of interest to the Town Board and may require additional discussion and possible action. Staff will include an item for discussion and possible action on each agenda so that the Board may address concerns and direct staff to take action during the legislative session when appropriate.

FISCAL IMPACT: No fiscal impact at this time.

STAFF RECOMMENDATION: Town Staff will monitor the legislative session as it progresses, no action by the Board is needed at this time.

ACTION TAKEN: Approve Continue Deny

Approve with conditions: _____

78th (2015) Legislative Session

BDR	Bill	Requester	Description	Category	Status
456	AB19	Nevada League of Cities	Revises provisions governing timing of adoption of tentative budgets by local governments. Modifies when you need to hold a publi hearing on tentative budget. Amended that must be heard no sooner than the third Monday in May and no later than the last day in May. Town Staff would work with DC staff to meet the requirement. It is possible the Town's budgets could be heard as part of the County budget within the specified timelines and that the Town would not need to make a change.	Finance	Passed as amended
805	AB198	Assem. Oscarson	Requires the Legislative Comm. On Public Lands to conduct a study concerning water conservation and alternative sources of water for NV communities.	Water	Enrolled and delivered to the Governor
	AB23	Secretary of State	Revises provisions relating to elections and campaign finance reporting.	Campaign Finance	Enrolled and delivered to the Governor
927	AB366	Assem. Silberkraus	Makes various changes relating to the maintenance and repair of roads and highways.	Public works	Passed by Governor, may impact DC or Town use fuel tax for improvements in right-of-way
	AB60	Commission on Ethics	Revises provisions of the Nevada Ethics in Government Law.	Ehtics	Passed by Governor, Town Manager and Town Attorney working on implementation
	AB63	Attorney General	Clarifies provisions governing the requirements for reporting campaign contributions and expenditures.	Campaign Finance	Passed by Governor, will impact elected officials at end of term. Will advise Board members of the change.
19-155	SB70	Government Affairs	Revises Provisions governing meetings of public bodies.	Open Meeting Law	Passed does impact Town. Town Manager working with Town Attorney on implementation.
	SB74	Economic Devel., Office of the Governor	Revises provisions governing the abatement of taxes to enhance Nevada's strategic economic development objectives.	Tax revenue	Governor Passed, staff reviewing impact on the Town
	AB332		Makes various changes concerning government purchasing and bidding.	Finance	Enrolled and delivered to Governor, staff reviewing impact on Town projects.



STATE OF NEVADA

2017 LEGISLATIVE SESSION

120-Day Calendar

Date (Day of Session)	Date (Day of Session)	Date (Day of Session)
Feb. 6 (1) Legislators' Profile or Withdraw BDRs*	Mar. 18 (41)	Apr. 27 (81)
Feb. 7 (2)	Mar. 19 (42)	Apr. 28 (82)
Feb. 8 (3)	Mar. 20 (43) Legislators' Bill Introductions	Apr. 29 (83)
Feb. 9 (4)	Mar. 21 (44)	Apr. 30 (84)
Feb. 10 (5) <i>Joint Subcommittees Start</i>	Mar. 22 (45)	May 1 (85) <i>Economic Forum Report Due</i>
Feb. 11 (6)	Mar. 23 (46)	May 2 (86)
Feb. 12 (7)	Mar. 24 (47)	May 3 (87)
Feb. 13 (8) Legislators' BDR Requests	Mar. 25 (48)	May 4 (88)
Feb. 14 (9)	Mar. 26 (49)	May 5 (89) <i>Start Resolving Budget Differences</i>
Feb. 15 (10)	Mar. 27 (50) Committees' Bill Introductions	May 6 (90)
Feb. 16 (11)	Mar. 28 (51)	May 7 (91)
Feb. 17 (12)	Mar. 29 (52)	May 8 (92)
Feb. 18 (13)	Mar. 30 (53)	May 9 (93)
Feb. 19 (14)	Mar. 31 (54)	May 10 (94)
Feb. 20 (15) Committees' BDR Requests	Apr. 1 (55)	May 11 (95)
Feb. 21 (16)	Apr. 2 (56)	May 12 (96)
Feb. 22 (17)	Apr. 3 (57)	May 13 (97)
Feb. 23 (18)	Apr. 4 (58) <i>Start Closing Budgets</i>	May 14 (98)
Feb. 24 (19)	Apr. 5 (59)	May 15 (99)
Feb. 25 (20)	Apr. 6 (60)	May 16 (100)
Feb. 26 (21)	Apr. 7 (61)	May 17 (101)
Feb. 27 (22)	Apr. 8 (62)	May 18 (102)
Feb. 28 (23)	Apr. 9 (63)	May 19 (103) Committee Passage (Second House)
Mar. 1 (24)	Apr. 10 (64)	May 20 (104)
Mar. 2 (25)	Apr. 11 (65)	May 21 (105)
Mar. 3 (26)	Apr. 12 (66)	May 22 (106)
Mar. 4 (27)	Apr. 13 (67)	May 23 (107)
Mar. 5 (28)	Apr. 14 (68) Committee Passage (First House)	May 24 (108)
Mar. 6 (29)	Apr. 15 (69)	May 25 (109) <i>Finish Budget Differences</i>
Mar. 7 (30)	Apr. 16 (70)	May 26 (110) Second House Passage
Mar. 8 (31)	Apr. 17 (71)	May 27 (111)
Mar. 9 (32)	Apr. 18 (72)	May 28 (112)
Mar. 10 (33)	Apr. 19 (73)	May 29 (113)
Mar. 11 (34)	Apr. 20 (74)	May 30 (114)
Mar. 12 (35)	Apr. 21 (75)	May 31 (115) <i>Budget Bills Introduced Exempt Bills from Committee</i>
Mar. 13 (36)	Apr. 22 (76)	June 1 (116)
Mar. 14 (37)	Apr. 23 (77)	June 2 (117)
Mar. 15 (38)	Apr. 24 (78)	June 3 (118)
Mar. 16 (39)	Apr. 25 (79) First House Passage	June 4 (119)
Mar. 17 (40)	Apr. 26 (80)	June 5 (120)

*Pursuant to subsection 2 of NRS 218D.150, a certain number of a Legislator's BDRs requested before the session convenes must be prefiled or withdrawn not later than the first day of the session.

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